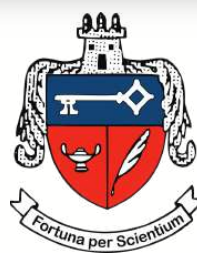


PROSPECTUS

2026



IBM
College

Where **student success** comes **first**.

Institute of Business Management College

☎ +27 22 772 1746 🌐 www.institutebm.org.za

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IBM
College



Why choose IBM College?



We believe support should be the standard, not the exception.

At IBM College, student support is not treated as a favour. Our departments monitor and respond to student enquiries daily during business hours, ensuring students receive timely assistance throughout their studies. This commitment to responsive, personalised support is consistently reflected in our student reviews, testimonials and success stories.

Among South Africa's Most Affordable Higher Education Qualifications

According to our market analysis, IBM College's Higher Education qualifications are among the most affordable available in South Africa. Our goal is to make quality education accessible by offering competitive course fees, flexible payment options and transparent pricing without hidden costs.



True Recognition of Prior Learning

Many institutions have Recognition of Prior Learning (RPL) policies.

Few actively help students navigate them. At IBM College, we consider formal qualifications, workplace experience, informal learning and professional development when evaluating access opportunities. **Our goal is to help capable individuals progress, not force them to start over unnecessarily.**

Education You Can Trust



Higher Education qualifications accredited by the Council on Higher Education.



Occupational qualifications accredited through the QCTO.



Short courses endorsed by recognised South African professional bodies.



Qualifications and certificates designed to support career growth and professional development.



Student Feedback



Ranked #4 in Colleges and Universities on **hellopeter**

J

Jacques

1 review | Active since Nov 2025



18 Nov 2025 at 09:18

Institute of business management

The best caring institution that I've come across for the 15 years of tertiary education.

[Read More Student Reviews](#)

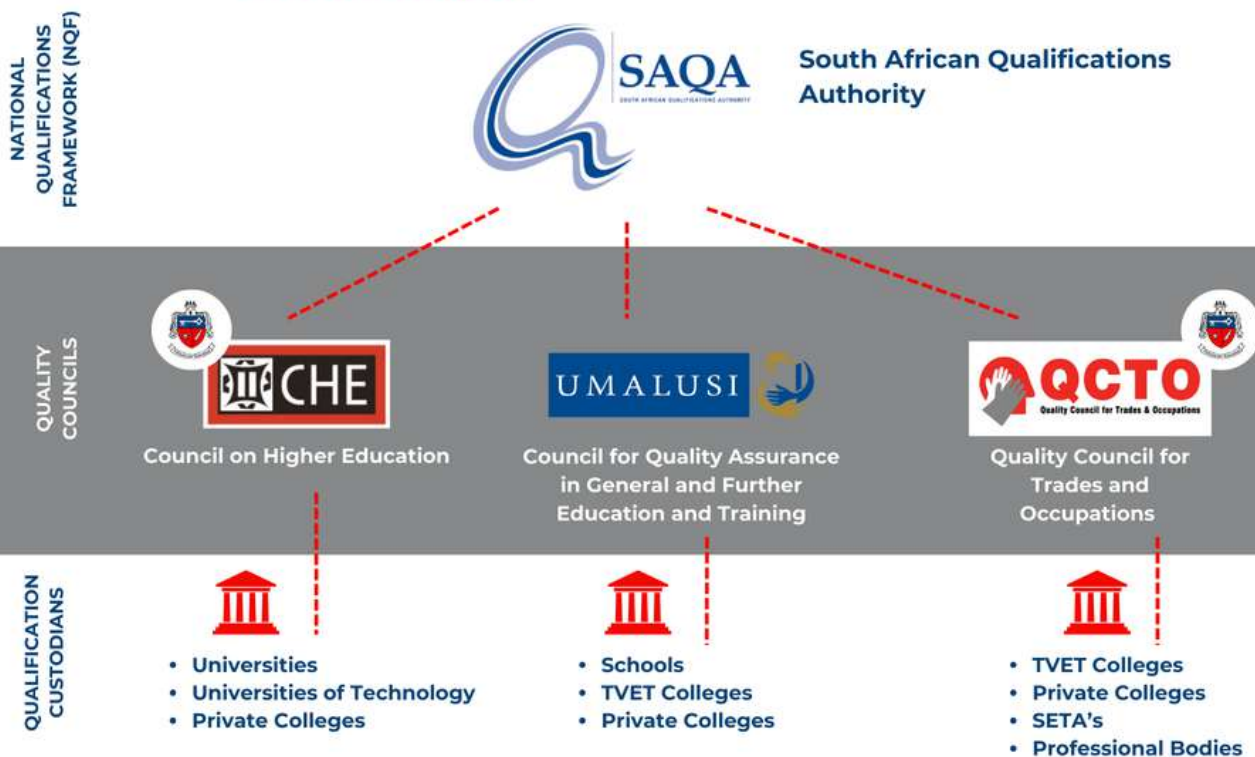
Thousands of students have trusted IBM College to support their educational and career goals since 2010.

ACCREDITATION

IBM College is committed to providing education that meets recognised South African quality standards. Our Higher Certificate qualifications are accredited by the Council on Higher Education (CHE), while our occupational programmes are offered through our accreditation as a Skills Development Provider with the Quality Council for Trades and Occupations (QCTO).

Our professional short courses are endorsed by recognised South African professional bodies, allowing learners to earn Continuous Professional Development (CPD) points. In addition, many of our short courses are credit-bearing, registered on the NQF and aligned to selected SAQA Unit Standards, ensuring practical, industry-relevant learning that supports professional growth and career development.

The South African Qualification Landscape:



[Learn more about our Accreditation](#)

OUR STORY



Our Mission

To make a meaningful difference by delivering a valuable learning experience, providing exceptional service, developing relevant and practical course content, and demonstrating genuine care and support for every learner.

Our Vision

To provide quality, affordable education that is accessible to all.



IBM
College



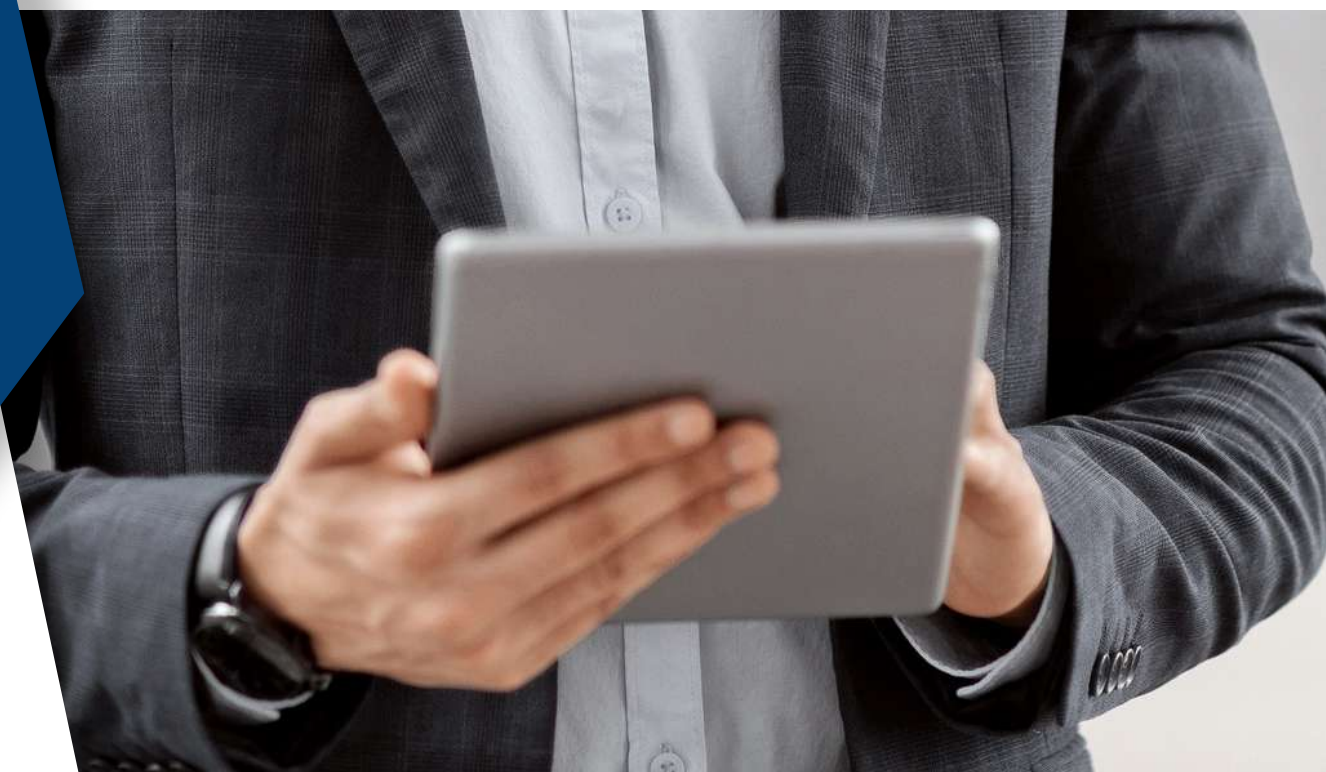
Who We Are

At IBM College, we believe education should be accessible, affordable, and genuinely supportive. Since 2010, we have helped thousands of learners develop practical skills, achieve recognised qualifications, and advance their careers through flexible distance learning. Our focus is simple: quality education, exceptional service, and a commitment to helping every learner succeed.

www.institutebm.org.za



Full Qualifications





Higher Certificate in Business Management

Duration: 12 months

NQF: 5 | Credits: 120 | SAQA ID: 125058

Step into the corporate world with confidence, equipped with essential knowledge and skills to excel in a digital era. This qualification will give you the opportunity to build a successful career in today's business world, and is the perfect stepping stone for further studies.

This qualification will teach you the essentials of business leadership, human resource management, communication, finance, and strategic operations, preparing you to lead with confidence in any professional environment.

Admission requirements:

- National Senior Certificate (NQF 4, 120 credits), or
- National Certificate (Vocational NQF 4, 120 credits), or
- An appropriate and recognised NQF Level 4 qualification (minimum 120 credits) in a cognate field.

Not sure if you qualify? Send your Certificates to info@institutebm.org.za for evaluation.

Programme Modules:

- Introduction to Business Management
- Financial Function in Business Management
- Principles of Business Communication
- Human Resource Management Function
- Business Operational and Strategic Management
- Principles of Control and Risk Management
- Principles of Leadership
- Work-Integrated Learning (Practical Project)

Register Now



FET Certificate in General Business Management

Duration: 12 months

NQF: 4 | Credits: 150 | SAQA ID: 57712 LP 74630

This nationally recognised Further Education and Training (FET) Certificate is SAQA-registered and develops practical workplace knowledge and skills in Business Management. Students gain competencies in leadership, management, planning, budgeting, communication and operational processes applicable across a wide range of industries.

Although this qualification is not a National Senior Certificate (Matric), it is registered on the same Level (NQF 4) and forms part of South Africa's formal education system. It provides a practical alternative learning pathway and may provide opportunities for employment and further vocational or occupational study.

Admission Requirements

The minimum entry requirement for this qualification is a **South African Grade 11** with two South African Languages and Mathematical Literacy.

If you do not meet the minimum entry requirements but have sufficient workplace experience and prior learning, you may qualify through Recognition of Prior Learning (RPL). Simply submit your supporting documents and certificates to info@institutebm.org.za for evaluation before registering online.

Programme Modules:

- Module 1: Leadership and Teams
- Module 2: Operational Management and Strategy
- Module 3A: Management and Control
- Module 3B: Managing Budgets
- Module 4: Standards and Ethics
- Module 5: General Management
- Module 6: Fundamental Mathematics
- Module 7: Fundamental Communication

Register Now



FET Certificate in Office Administration and Management

Duration: 12 months

NQF: 4 | Credits: 150 | SAQA ID: 57712 LP 58344

This nationally recognised Further Education and Training (FET) Certificate is SAQA-registered and is designed to develop practical workplace knowledge and skills in Office Administration. Students gain competencies in administration, communication, management, ethics and operational processes required across a wide range of industries.

Although this qualification is not a National Senior Certificate (Matric), it is registered on the same Level (NQF 4) and forms part of South Africa's formal education system. It provides a practical alternative learning pathway and may provide opportunities for employment and further vocational or occupational study.

Admission Requirements

The minimum entry requirement for this qualification is a **South African Grade 11** with two South African Languages and Mathematical Literacy.

If you do not meet the minimum entry requirements but have sufficient workplace experience and prior learning, you may qualify through Recognition of Prior Learning (RPL). Simply submit your supporting documents and certificates to info@institutebm.org.za for evaluation before registering online.

Programme Modules:

- Module 1: Leadership and Teams
- Module 2: Operational Management and Strategy
- Module 3A: Management and Control
- Module 3B: Managing Budgets
- Module 4: Standards and Ethics
- Module 5: Administration Management
- Module 6: Fundamental Mathematics
- Module 7: Fundamental Communication

Register Now



National Certificate in Business Management

Duration: 12-18 months

NQF: 5 | Credits: 162 | SAQA ID: 59201 LP 60269

This National Certificate is registered on SAQA and the National Qualifications Framework (NQF) Level 5. It develops practical management knowledge and workplace competencies in leadership, performance management, operational planning, risk management, innovation, and people management across a wide range of industries.

Designed for current and aspiring supervisors, team leaders, first-line managers and business owners, this qualification prepares graduates for management and supervisory roles while providing opportunities for further study in related fields, subject to the admission requirements of the receiving institution.

Admission requirements:

- An appropriate NQF Level 4 full qualification consisting of at least 120 credits.

If you do not meet the minimum entry requirements but have sufficient workplace experience and prior learning, you may qualify through Recognition of Prior Learning (RPL). Simply submit your supporting documents and certificates to info@institutebm.org.za for evaluation before registering online.

Programme Modules:

- Module 1: Operational and Business Strategies
- Module 2: Performance Management
- Module 3: Business Leadership and People Management
- Module 4: Manage Workplace Relationships
- Module 5: Principles of Risk, Financial and Knowledge Management
- Module 6: Team Development
- Module 7: Process Management and Innovation
- Module 8: People Management and Human Resources

Register Now



NEW

Coming Soon!

- ✔ Advanced Certificate: Business Project Management NQF6
- ✔ Advanced Diploma in Business Project Management NQF7
- ✔ Higher Certificate: Public Administration Management NQF5
- ✔ Advanced Certificate: Public Administration Management NQF6



Professional Development Short Courses



Business Leadership and Management

Professional Certificate

Develop practical leadership and management skills that can be applied immediately in the workplace. Learn how to lead teams, motivate employees, solve workplace challenges, improve performance, and make confident business decisions through flexible online study designed for aspiring and current leaders.

Duration:

3 months | 100% Online

Register Now



Business Leadership and Communication presented by the Institute of Business Management (IBM) is endorsed by the Association for Office Professionals of South Africa (SAQA ID: 1027) www.opsa.org.za

- ✓ OPSA Endorsed (5 CPD Points)
- ✓ SETA Accredited (44 Credits)
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate

- ✓ No Examinations
- ✓ SAQA Unit Standard-Aligned
- ✓ Personalised Learner Support
- ✓ Graduation Eligibility

Ideal For:

Aspiring managers, supervisors, team leaders, professionals, and organisations seeking to develop practical leadership and management skills that can be applied immediately in the workplace.

Key Learning Areas:

- Leadership Concepts
- Team Motivation and Development
- Performance Management
- Budgeting for Business
- Strategic Problem Solving and Decision Making

Share your achievement directly to

LinkedIn
with one click.

Labour Relations

Professional Certificate

Labour disputes and compliance mistakes can be costly. This programme equips managers, supervisors and business owners with practical skills to manage employees fairly, reduce risk and handle workplace challenges with confidence.



Phillip

1 review | Active since Apr 2026



23 Apr 2026 at 12:38



"As someone who has dealt with Corporate Management and HR issues, **there was a lot of to-the-point and in-depth scenarios.** A lot has changed since I last updated on Labour issues, and I want to extend my thanks and gratitude to the professional way the course was presented."

Duration:

3 months | 100% Online

Register Now

Share your achievement
directly to



with one click.

Ideal For:

Business owners, managers, supervisors, HR practitioners, team leaders and professionals responsible for employee management, workplace discipline, performance management and labour law compliance.

- ✓ Aligned to Selected SAQA Unit Standards
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ No Examinations
- ✓ QR Code Verification
- ✓ Graduation Eligibility
- ✓ Personalised Learner Support
- ✓ LinkedIn Shareable Credential

Key Learning Areas:

- Managing Misconduct and Discipline
- Performance and Incapacity Management
- Absenteeism and Sick Leave Management
- Employment Contracts and Compliance
- Workplace Conflict Resolution
- Labour Law Risk Reduction

Office Administration

Professional Certificate

Develop the practical administrative skills needed to support the smooth operation of a modern office. Learn professional communication, record management, office technology, workplace organisation, and administrative best practices through flexible online study designed for today's workplace.

Duration:

3 months | 100% Online

Register Now



Office Assistant/
Administration presented
by the Institute of Business
Management (IBM) is
endorsed by the
Association for Office
Professionals of South
Africa (SAQA ID: 1027)
www.opsa.org.za

- | | |
|---|--------------------------------|
| ✓ OPSA Endorsed (5 CPD Points) | ✓ No Examinations |
| ✓ SETA Accredited (13 Credits) | ✓ SAQA Unit Standard-Aligned |
| ✓ Verifiable Digital Certificate | ✓ Personalised Learner Support |
| ✓ Optional Embossed Hard Copy Certificate | ✓ Graduation Eligibility |

Ideal For:

Ideal for anyone who wants to learn the skills needed to excel in an administrative role, or improve their current skills and knowledge to become the top class office administrator that employers want.

Key Learning Areas:

- Time Management
- Professional Conduct and Workplace Ethics
- Record Keeping and Information Management
- Professional Business Writing
- Telephone Etiquette and Communication
- Office Computer Skills and Administration System

Share your achievement
directly to

LinkedIn

with one click.

Business Communication

Professional Certificate

Many workplace conflicts, customer service complaints and misunderstandings can be traced back to poor communication. This programme equips professionals with practical communication skills to communicate clearly, write professionally, build stronger workplace relationships, and leverage AI tools effectively in today's workplace.

Duration:

3 months | 100% Online

Register Now



Business Communication presented by the Institute of Business Management (IBM) is endorsed by the Association for Office Professionals of South Africa (SAQA ID: 1027) www.opsa.org.za

- ✓ No Examinations
- ✓ QR Code Verification
- ✓ Graduation Eligibility
- ✓ Personalised Learner Support
- ✓ LinkedIn Shareable Credential
- ✓ OPSA Endorsed (5 CPD Points)
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ Practical AI-Assisted Business Communication Skills

Ideal For:

Professionals, administrators, supervisors, team leaders, customer-facing employees, and individuals seeking to improve workplace communication, business writing, presentation skills and professional confidence.

Key Learning Areas:

- Professional Business Writing
- Effective Workplace Communication
- Presentation and Listening Skills
- Report Writing and Digital Communication
- Conflict and Communication Management
- AI Tools for Professional Writing and Communication

Share your achievement directly to



with one click.

Conflict Resolution

Professional Certificate

Workplace conflict can negatively impact teamwork, morale and productivity. This programme equips professionals with practical conflict resolution skills to manage difficult situations confidently, improve communication, and build stronger workplace relationships.



No

6 reviews | Active since Oct 2022



26 Nov 2025 at 17:11



"This institution provides an excellent learning environment with truly supportive and knowledgeable instructors. Their commitment to student success is outstanding. If you need a reliable place to study, this is the best choice. No need to look further!"

Duration:

3 months | 100% Online

Register Now

Share your achievement
directly to



with one click.

Ideal For:

Professionals at all levels seeking to improve communication, manage conflict effectively, strengthen workplace relationships, and contribute to a more productive working environment.

- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ No Examinations
- ✓ QR Code Verification
- ✓ Graduation Eligibility
- ✓ Personalised Learner Support
- ✓ LinkedIn Shareable Credential

Key Learning Areas:

- Understanding Workplace Conflict
- Effective Communication Techniques
- Managing Difficult Conversations
- Conflict Resolution Strategies
- Negotiation and Problem Solving
- Building Positive Workplace Relationships

Supply Chain Management Professional Certificate

An efficient supply chain can reduce costs, improve customer satisfaction, and support business growth. This programme equips professionals with practical supply chain management skills to optimise procurement, inventory, logistics, and operational efficiency.

Duration:

3 months | 100% Online

Register Now



Supply Chain Management presented by the Institute of Business Management (IBM) is endorsed by the Association for Office Professionals of South Africa (SAQA ID: 1027) www.opsa.org.za

- | | |
|---|--------------------------------|
| ✓ OPSA Endorsed (5 CPD Points) | ✓ No Examinations |
| ✓ SETA Accredited (15 Credits) | ✓ SAQA Unit Standard-Aligned |
| ✓ Verifiable Digital Certificate | ✓ Personalised Learner Support |
| ✓ Optional Embossed Hard Copy Certificate | ✓ Graduation Eligibility |

Ideal For:

Procurement professionals, supply chain personnel, warehouse staff, operations administrators, supervisors, business owners, and individuals seeking to strengthen their understanding of modern supply chain operations.

Key Learning Areas:

- Procurement and Supplier Management
- Inventory Planning and Control
- Logistics and Distribution Management
- Warehousing and Stock Management
- Supply Chain Performance and Efficiency
- Customer-Centric Supply Chain Strategies

Share your achievement directly to



with one click.

These topics consistently appear as the core pillars of modern supply chain management programmes.

Customer Service

Professional Certificate

It costs far less to retain an existing customer than to acquire a new one. Positive customer experiences encourage repeat business, referrals and customer loyalty. This programme equips professionals with practical skills to deliver exceptional customer experiences, resolve customer concerns effectively, and build lasting customer relationships.

Duration:

3 months | 100% Online

Register Now



Customer Service
presented by the Institute of
Business Management
(IBM) is endorsed by the
Association for Office
Professionals of South
Africa (SAQA ID: 1027)
www.opsa.org.za

- | | |
|---|--------------------------------|
| ✓ OPSA Endorsed (5 CPD Points) | ✓ No Examinations |
| ✓ SETA Accredited (5 Credits) | ✓ SAQA Unit Standard Aligned |
| ✓ Verifiable Digital Certificate | ✓ Personalised Learner Support |
| ✓ Optional Embossed Hard Copy Certificate | ✓ Graduation Eligibility |

Ideal For:

Customer service representatives, receptionists, administrators, sales professionals, support staff, retail employees, and individuals seeking to improve customer interactions and service delivery skills.

Key Learning Areas:

- Customer Service Excellence
- Effective Customer Communication
- Problem Solving and Complaint Resolution
- Internal and External Customer Service
- Measuring Customer Satisfaction
- Building Customer Loyalty and Trust

Share your achievement
directly to



with one click.

Customer Service Leadership and Management

Executive Certificate

Customer service can directly influence customer loyalty, reputation and business growth. This programme equips current and aspiring leaders with practical skills to lead customer service teams, improve service performance, strengthen customer relationships, and drive a customer-focused culture.



Wynand

1 review | Active since Apr 2026



21 Apr 2026 at 09:21



"I highly recommend IBM to any professional looking to expand their skill set through a structured and well-managed educational environment."

Duration:

3 months | 100% Online

Register Now

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- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ No Examinations
- ✓ QR Code Verification
- ✓ Graduation Eligibility
- ✓ Personalised Learner Support
- ✓ LinkedIn Shareable Credential

Key Learning Areas:

- Customer Service Leadership and Management
- Developing Customer Service Strategies
- Customer Engagement and Relationship Building
- Customer Support and Retention
- Leading and Empowering Customer Service Teams
- Measuring and Improving Service Performance

Ideal For:

Customer service managers, team leaders, supervisors, business owners, operations managers, and professionals responsible for customer experience, service delivery, and customer retention.

Human Resource Management Professional Certificate

How do organisations attract, develop, motivate and retain high-performing employees? This programme equips professionals with practical human resource management skills to effectively manage people, support workforce development, and contribute to organisational success.

Duration:

3 months | 100% Online

Register Now



Human Resource Management presented by the Institute of Business Management (IBM) is endorsed by the Association for Office Professionals of South Africa (SAQA ID: 1027) www.opsa.org.za

- ✓ OPSA Endorsed (5 CPD Points)
- ✓ SETA Accredited (55 Credits)
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ No Examinations
- ✓ SAQA Unit Standard-Aligned
- ✓ Personalised Learner Support
- ✓ Graduation Eligibility

Ideal For:

HR practitioners, administrators, managers, supervisors, team leaders, business owners, and professionals responsible for employee management, workforce development and organisational performance.

Key Learning Areas:

- Recruitment and Selection
- Employee Development and Training
- Performance Management
- Employee Relations
- Workforce Planning
- Strategic Human Resource Management

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with one click.

Project Management

Professional Certificate

How do organisations successfully deliver projects on time, within budget, and according to expectations? This programme equips professionals with practical project management skills to plan, coordinate, monitor and deliver projects effectively while managing risk and stakeholder expectations.

Duration:

3 months | 100% Online

Register Now



Project Management
presented by the Institute of
Business Management
(IBM) is endorsed by the
Association for Office
Professionals of South
Africa (SAQA ID: 1027)
www.opsa.org.za

- | | |
|---|--------------------------------|
| ✓ OPSA Endorsed (5 CPD Points) | ✓ No Examinations |
| ✓ SETA Accredited (7 Credits) | ✓ SAQA Unit Standard-Aligned |
| ✓ Verifiable Digital Certificate | ✓ Personalised Learner Support |
| ✓ Optional Embossed Hard Copy Certificate | ✓ Graduation Eligibility |

Ideal For:

Project coordinators, supervisors, team leaders, administrators, aspiring project managers, business owners, and professionals involved in planning, coordinating or delivering projects.

Key Learning Areas:

- Fundamentals of Project Management
- Project Planning and Scheduling Techniques
- Budgeting, Risk, Planning and Execution and Control
- Project Teams
- AI for Project Management

Share your achievement
directly to

LinkedIn

with one click.

Business Accounting Principles

Professional Certificate

How do businesses make informed financial decisions and maintain long-term profitability? This programme equips professionals with practical accounting skills to understand financial information, manage budgets, interpret financial reports, and support sound business decision-making.

Duration:

3 months | 100% Online

Register Now



Business Accounting Principles presented by the Institute of Business Management (IBM) is endorsed by the Association for Office Professionals of South Africa (SAQA ID: 1027) www.opsa.org.za

- ✓ OPSA Endorsed (5 CPD Points)
- ✓ Practical Financial Decision-Making Skills
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ No Examinations
- ✓ QR Code Verification
- ✓ Graduation Eligibility
- ✓ Personalised Learner Support
- ✓ LinkedIn Shareable Credential

Ideal For:

Business owners, managers, administrators, aspiring accountants, entrepreneurs, and professionals seeking to strengthen their understanding of business finances and financial decision-making.

Key Learning Areas:

- Accounting Principles and Concepts
- Budgeting and Financial Planning
- Financial Statements and Reporting
- Cash Flow Management
- Business Financial Analysis
- Financial Decision-Making

Share your achievement directly to



with one click.

Health, Safety and Risk Management Professional Certificate

How do organisations create safer workplaces while reducing risk and maintaining compliance? This programme equips professionals with practical health, safety and risk management skills to identify hazards, reduce workplace risks, and contribute to a safer working environment.

Duration:

3 months | 100% Online

Register Now



Earn **10 CPD points** awarded by the **South African Institute for Occupational Safety and Health**

- ✓ SAIOSH Endorsed (10 CPD Points)
- ✓ SETA Accredited (10 Credits)
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate

- ✓ No Examinations
- ✓ SAQA Unit Standard-Aligned
- ✓ Personalised Learner Support
- ✓ Graduation Eligibility

Ideal For:

Managers, supervisors, team leaders, safety representatives, HR practitioners, business owners, and professionals responsible for workplace safety, compliance, and risk management.

Key Learning Areas:

- Health and Safety Legislation and Compliance
- Risk Assessment and Hazard Identification
- Workplace Health and Safety Management
- Disaster Risk Analysis and Response
- Security Threat Assessments
- Emergency Planning and Risk Reduction

Share your achievement directly to



with one click.

Microsoft Project Professional Certificate

How do project managers effectively plan, schedule and monitor complex projects? This programme equips professionals with practical Microsoft Project skills to create project schedules, allocate resources, track progress, and improve project delivery through one of the world's most widely used project management tools.



Tsenase

2 reviews | Active since Apr 2025



27 Oct 2025 at 22:43



"The institute's commitment to student success is outstanding. Everyone is dedicated to ensuring students receive the best possible education and guidance."

Duration:

2 - 4 weeks | 100% Online

Register Now

Share your achievement
directly to



with one click.

- ✓ Practical Microsoft Project Software Skills
- ✓ Verifiable Digital Certificate
- ✓ Optional Embossed Hard Copy Certificate
- ✓ No Examinations
- ✓ QR Code Verification
- ✓ Graduation Eligibility
- ✓ Personalised Learner Support
- ✓ LinkedIn Shareable Credential

Ideal For:

Project managers, project coordinators, supervisors, team leaders, planners, administrators, and professionals responsible for planning, scheduling or monitoring projects.

Key Learning Areas:

- Creating and Managing Project Schedules
- Resource Allocation and Workload Planning
- Project Tracking and Progress Monitoring
- Budgeting and Cost Management
- Reporting and Project Performance Analysis
- Microsoft Project Tools and Features



Workforce Development Solutions



Practical Training Solutions for Employers

Whether you are looking to upskill a small team or develop an entire workforce, IBM College offers flexible workforce development solutions designed around your organisation's needs. Our dedicated team provides **personalised support** throughout the training journey, helping employees stay engaged and progress towards successful completion.

[Enquire Now](#)

- ✓ Monthly Progress Reports.
- ✓ Dedicated follow ups and check-ins.
- ✓ Verifiable Digital Certification.



From enrollment to completion, the college provided **exceptional and timeous service**. Every query was handled quickly and professionally, and the support team was always friendly and efficient, highly recommended institute.



Trusted by Leading Organisations

From municipalities and government departments to private sector organisations, employers across South Africa have trusted IBM College to support the development of their workforce.



Training Areas Include

- Leadership and Management
- Human Resource Management
- Labour Relations
- Customer Service
- Business Communication
- Project Management
- Conflict Resolution
- Office Administration
- Business Accounting Principles
- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint
- Microsoft Outlook
- Ethics and Governance

Need something more specific?

We understand that every organisation has unique training requirements. Depending on your group size and development objectives, IBM College may be able to provide customised training solutions tailored to your workforce needs.

At IBM College, we believe dedicated human support should be the standard, not a favour. Our learners and corporate clients are supported by a team of real people who are available to answer questions, provide guidance, and assist throughout the training journey. If you are exploring workforce development opportunities for your organisation, we invite you to enquire below.

Enquire Now



Contact Us:

WhatsApp: 063 226 0518

Call: +27 22 772 1746

www.institutebm.org.za

enquiries@institutebm.org.za



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