

SAQA ID	Qualification Title	NQF Level	Credits	Duration
118714	Occupational Certificate: Real Estate Agent	05	150	1 Year

#### A. Quality Assurance Body

Quality Council for Trades & Occupations (QCTO)

#### B. Assessment Quality Partner

Service Sector Education & Training Authority (SSETA)

#### C. Qualification Overview

The purpose of this qualification is to prepare the learner to operate as a Real Estate Agent. A Real Estate Agent guides and facilitates the public in buying, selling, letting, financing, and managing of immovable property and businesses in the best interest of all parties.

A qualified learner will be able to:

- Identify the property and real estate environment and ensure compliance with legislative and regulatory framework.
- Apply Code of Conduct and adhere to ethical business principles.
- Develop relationships with an internal and / or external client database for provision of property and real estate services.
- Build a brand reputation and develop a target market.
- Manage the property and real estate function.
- Apply business principles to the property and real estate function.

#### D. Exit Level Outcomes

1. Identify and comply to legislative and regulatory framework within the property and real estate environment.
2. Apply Code of Conduct and ethical business principles.
3. Develop relationships with internal and/or external clients to build database for provision of property and real estate services.
4. Build brand reputation and develop target market.
5. Manage the property and real estate function.
6. Implement sound financial practices to achieve personal and business objectives.

#### E. Entry Requirements

The minimum entry requirement for this qualification is:

- NQF Level 3 qualification

## F. Qualification Modules

### 1. Knowledge Modules

Module Code	Module Title	NQF Level	Credits
333402-000-00-KM-01	Legislative and Regulatory Framework	4	7
333402-000-00-KM-02	Ethical Business Principles	5	8
333402-000-00-KM-03	Developing Relationships	4	7
333402-000-00-KM-04	Brand Reputation	4	3
333402-000-00-KM-05	Property and Real Estate Services	4	8
333402-000-00-KM-06	Financial Business Principles	4	5

### 2. Practical Modules

Module Code	Module Title	NQF Level	Credits
333402-000-00-PM-01	Employ Macro Trends to Develop Contracts in line with Client Needs and Comply with Legislation	4	7
333402-000-00-PM-02	Apply Ethical Principles in the Interest of all Stakeholders	5	8
333402-000-00-PM-03	Build Proficient and Sustainable Client Relationships	4	6
333402-000-00-PM-04	Develop and Maintain a Personal and Professional Brand Through Innovation and Continuous Improvement	4	3
333402-000-00-PM-05	Perform Property and Real Estate Duties Resulting in Successful Transactions	4	8
333402-000-00-PM-06	Implement Sound Financial Practices to Achieve Personal and Business Objectives	4	5

### 3. Work Experience Modules

Module Code	Module Title	NQF Level	Credits
333402-000-00-WM-01	Procedures to Identify the Property and Real Estate Environment and Comply with Legislative and Regulatory Framework	4	13
333402-000-00-WM-02	Processes and Procedures for Applying the Code of Conduct and Adhering to Ethical Business Principles	5	15
333402-000-00-WM-03	Procedures to Build Internal and / or External Client Relationships and Databases	4	12
333402-000-00-WM-04	Procedures to Provide Strategic and Operational Consulting Service	4	9
333402-000-00-WM-05	Practices to Manage the Property and Real Estate Function	4	15
333402-000-00-WM-06	Process to Apply Financial Business Principles		

#### NB

All modules are compulsory  
Unemployed candidates **MUST** be hosted at a real workplace for work integrated learning

### **G. Delivery Methodology**

- Face to face contact sessions at an approved QCTO venue
- Virtual support sessions

### **H. Assessment**

Assessment will comprise the following.

- Completion of formative and summative assessment tasks
- Completion of workplace logbook tasks
- External Integrated Summative Assessment (EISA) at an approved QCTO assessment centre

### **I. Certification**

The QCTO will issue successful candidates with.

- Statement of Results
- Certificate of Competence