



Study with SESTO

SESTO is an accredited AAT training provider and AAT assessment centre. We specialise in enabling both part-time and e-learners to reach their full potential through a range of innovative course delivery options.

Our learning management support system is unique and provides all the necessary guidance that you might need to be successful in your studies.

Give us a call today on 011 888 6099 to unlock your potential as a future accounting professional, or email us with any questions: aatinfo@sesto.co.za

SESTO - your e-learning and part-time tuition provider

aatinfo@sesto.co.za
www.sesto.co.za

Association of Accounting Technicians:

Accounting professionals are highly sought after in organisations and public sector institutions. The AAT's Certificate in Local Government Accounting NQF 3 is a nationally recognised qualification. This qualification provides the learner with the skills, knowledge and competence to effectively fulfil an accounts clerk type role in local government. It also provides further learning pathways towards the AAT Local Government Accounting Advanced Certificate NQF 4 and AAT Certificate Local Government Accounting NQF 5, and ultimately ACCA, CIMA or a B.Com qualification. The AAT qualification is delivered in 16 countries and has more than 110,000 members worldwide. Obtain the professional recognition you deserve by enrolling today!

Why the Certificate in Local Government Accounting NQF 3?

This qualification enables learners to gain practical work experience and competence, with a view to improved employment opportunities and career progression. The qualification is of specific benefit to local government institutions like municipalities. This qualification has been designed to meet the needs of employers. Employers can have confidence in the ability of AAT trained staff and can recruit or promote accounting technicians, knowing that they have proved ability to do the required work.

This qualification can be completed within 12 months through part-time study or studying through e-learning with us.

Entry Requirements

Applicants will be individually assessed for entry into the programme. Grade 12 or equivalent level literacy and numeracy skills are required. Contact us to assist you in determining your suitability for this qualification.

This qualification also recognises individuals with experience in local government who have not yet had the opportunity to gain a formal qualification. Individuals who have work experience might be exempted from parts of the course on the basis of proven workplace skills. Such recognition will result in completing the qualification sooner. Please contact us to discuss your specific needs.

What skills will this qualification provide me with?

Upon successful completion of the Certificate: Local Government Accounting NQF 3, you will have learnt the following:

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| • Processing of fees/sales and receipts | • Manage cash balances effectively |
| • Process purchases and payments correctly | • Be able to grant credit accurately |
| • Be able to process petty cash, reconcile accounts | • Monitor and control the collection of debts |
| • Present financial data for internal use | • Apply general principles and procedures for ethical compliance expected within the accounting sector |
| • Monitor and control cash receipts and payments | • Develop, maintain and apply ethics in public practice |
| • Recognise cost centers and cost elements | • Data security and confidentiality |
| • Organisational structures and reporting systems | • Teamwork and conflict resolution |