



**16 July 2024**

**CALL FOR EXAMINERS, MODERATORS, MARKERS, AND EMPIRES  
TO REGISTER IN OUR SBPSA DATABASE**

SBPSA <The Association> is a newly established non-statutory Professional Body with the aim to professionalize the Small Business environment. We are currently developing two sets of skills, that is the TVET N6 Financial Management and Business Management. Students coming from University doing Business Management and non-SAICA CA(SA) with a potential of working in the small business environment are also welcomed.

The N6 Financial Management and non-SAICA CA(SA) Bachelor of Accounting graduate students are required to obtain a designation FRC<sup>(RSA)</sup>, which qualifies them to work under a supervision of a Chartered Accountant or similar profession within the Small Business environment. Similarly, the N6 Business Management students are trained to fit well for small business management. To do this, they need to qualify for a designation SBP<sup>(RSA)</sup>. These students, after a successful completion of the competency requirements are compelled to work with qualified SPB<sup>(RSA)</sup>'s for a given period before they are allowed to open their own independent practices. For more information about us, please visit our website, as stated below.

The above mentioned students form an integral part of our SBPSA Value Chain will be sitting for their first The Theory Component (TTC) exams in the last two weeks of February 2025. Repeat TTC exams are sat for in May. Following these, the Practical Board Exams (PBE) sits in the first week of December. The repeat PBE sits in March every year. The Board Preparatory Course is run by SBPSA. The first week of the TTC exams deals mainly with small business process exams while the next and last week deals with small business statutory compliance exams. In a quest to strengthen our professional requirements, the Association would like to invite examiners, moderators, markers, and empires across South Africa to apply for this position and be included in our database.

**Qualifications of an Examiner:**

- Chartered Accountant (CA), Certificate in Management Accounting (CMA), Association of Chartered Certified Accountants or Equivalent;
- Small Business Managers operating in a Small Business Environment;
- Any other person; entity working with Small Businesses in one way or another;
- TVET and University lecturers;



- Legal Practitioners;

### Experience:

- 5 Years lecturing/teaching experience.
- Small Business Managers operating in a Small Business Environment for more than 5 years.

### Skills or Competencies Required:

- Ability to work with the lecturers of the different majors in the programme.
- Ability to work independently as a team player.
- Good written and verbal communication skills.
- Extensive knowledge of various online teaching platforms including Microsoft Teams, Zoom, etc.
- Computer Skills.
- Work in a professional manner with students and other members of staff.

### Criteria:

In your application, please specify which category of work you are applying for between the four.

**Interested applicants should send their applications, together with detailed Curriculum Vitae (CV), Certified copies of academic qualifications, Certified ID copy, to: [professionalisation@sbpsa.org](mailto:professionalisation@sbpsa.org)**

This session will be followed up by an orientation session to be held on Thursday, 12<sup>th</sup> September 2024, at 18H00. Which will update the examiners about the small business focus areas to be examined.

For more questions and clarity, please send your e-mail to:

**e-mail:** [professionalisation@sbpsa.org](mailto:professionalisation@sbpsa.org)

**Date Issued: 16 July 2024**

**Closing Date: 15 August 2024**

**Issued by:**

**Ms Glory Lulu Willard**

**Director: Institutional Support**



Small Business Practitioners  
of South Africa

23 Delville Road  
Block 1  
Mthatha  
5099

**Monday – Friday** 08:00 - 17:00  
**Saturday** 08:00 - 17:00  
**Sunday** 08:00 - 17:00  
Registration Number: 2022/337354/08

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**Members:** Mr. Siphumelele Nondonga CA (SA), RA; Mr. Rolihlahla Vuzane CA (SA), MTP(SA); and Mr. Uviwe Makiva

**Website:** [www.sbpsa.org](http://www.sbpsa.org) **Tel:** 044 020 0112 **Fax:** 086 482 3276 **Email:** info@sbpsa.org.za

**Knowledge • Integrity • Professionalism • Prosperity**