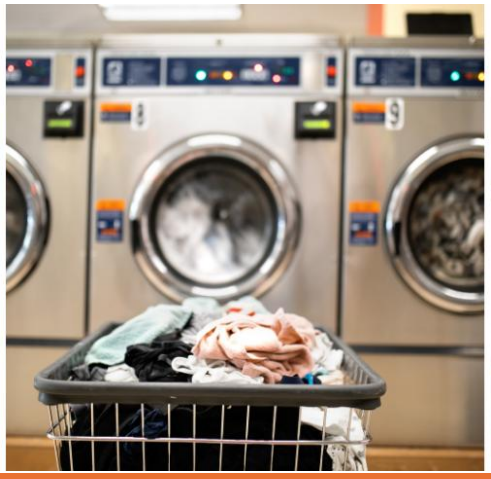
CATHSSETA Accredited

LAUNDRY **ASSISTANT**



DISTANCE LEARNING

Title:	Laundry Assistant
CATHSSETA ID:	HSP/LndAss/2/0013
NQF Level:	2
Credits:	14
Type:	Skills Programme
Duration:	4 Weeks
Enrolments:	Start anytime. Enrolments open until 9 June 2028

COURSE **OVERVIEW**

Enhance your skills as a laundry assistant for work at a guesthouse, lodge or hotel.

The Laundry Assistant Skills Programme equips learners with the practical knowledge and workplace skills needed to perform effectively in a professional hospitality laundry environment. The programme covers personal hygiene and professional conduct, cleaning procedures, safe handling and storage of equipment, workplace safety and security, and the delivery of professional laundry and valet services. Learners develop the skills to maintain high standards of cleanliness, care for guest items, work safely and contribute to an efficient, hygienic and customer-focused hospitality operation.

COURSE **PURPOSE**

The purpose of this programme is to equip learners with the practical skills and knowledge required to perform the duties of a Laundry Assistant in a professional hospitality environment. Learners will develop the ability to sort, wash, dry, press, fold and handle linen and textiles according to workplace procedures, industry standards and hygiene requirements, helping to ensure that clean, well-maintained laundry is consistently available.

This course will help learners to grow in their careers by improving their skills, enhance employability, give better laundering service, and exceed expectations within the hospitality industry.

Training staff on a Laundry Assistant Skills Programme helps hospitality establishments improve the quality, consistency and efficiency of their laundry operations. Properly trained employees understand how to handle linen and textiles correctly, follow hygiene procedures, use equipment safely and maintain the standards expected in a professional hospitality environment.

LEARNING **OUTCOMES**

The following Unit Standards (US) are covered in the course and upon completion the learner will be able to:

- Maintain health, hygiene & professional appearance (US 7800).
- Describe layout, services & facilities of the organisation (US 7793).
- Maintain a safe working environment (US 7799).
- Maintain a secure working environment (US 7796).
- Provide an on-premise laundry service (US 7618).
- Launder guest clothes (US 7631).
- Handle and store cleaning equipment and materials (US 7608).
- Handle and dispose of waste (US 7612).
- Provide a valet service (US 7634).
- Control linen for external laundry (US 7635).

COURSE **MODULES**

Module 1: Personal Development

This module equips learners with the knowledge and skills to maintain high standards of personal health, hygiene, and professional appearance, contributing positively to the organisation's image. Learners will gain an understanding of the workplace environment, available services and facilities, and their role in providing accurate information and representing the organisation professionally.

Module 2: Cleaning Services

This module introduces learners to the correct handling, storage and maintenance of cleaning equipment used in a laundry and hospitality environment. Learners will also develop an understanding of safe and responsible waste disposal procedures, helping them maintain clean, hygienic and well-organised living and working areas in line with organisational requirements.

Module 3: Safety and Security

This module equips learners with the knowledge and skills to identify and respond to factors, faults, incidents, or damage that may increase safety and security risks for staff and customers. Learners will develop the ability to use relevant technology effectively, implement appropriate safety and security measures, and contribute to maintaining a safe and secure working environment. The module also highlights the positive impact that strong safety and security practices have on customer confidence, operational efficiency, and business revenue.

Module 4: Laundry Services

This module introduces learners to the practical skills required to provide professional valet and laundry services in a hospitality environment. Learners will develop an understanding of correct laundry procedures, hygiene standards and customer service requirements, with a focus on handling guests' items with care and delivering an efficient service that supports customer comfort and satisfaction.

DELIVERY **METHOD**

The entire course is available electronically. You will receive your course material & the supporting documents (assessment guide, learner guides, workbooks, logbook) via email. This is a self-study / distance learning course that will require workplace experience / practical. Your portfolio of evidence (POE) will also be submitted electronically via email.

- Distance learning.
- Self-study.
- Workplace practical.

WORKPLACE **EXPERIENCE**

You will be responsible to source an adequate workplace for your workplace practical. You will have to complete a logbook, along with your workplace supervisor/coach, to record your practical experience. For this skills programme you will have to complete a minimum of 10 days (2 weeks) of practical.

WHAT **YOU'LL NEED**

- Internet connection & data.
- Access to a computer / laptop with a PDF reader and Microsoft Word.
- Access to email.
- Access to printer / scanner (optional).

ENTRY **REQUIREMENTS**

- Able to read, write, and understand English.
- Valid identification (ID or Passport).

COMPETENCY **REQUIREMENTS**

The following assessments will be required to be completed by the learner:

- Assignments / workbooks (theory).
- Logbook (workplace practical).

CERTIFICATION

- CATHSSETA Skills Programme Certificate.
- Drum Beat Academy Certificate.

CAREER **OPPORTUNITIES**

Potential career paths after completion:

- Laundry attendant at accommodation establishments (hotel, lodge, guesthouse, self-catering establishment, cruise ships).
- Valet/laundry service attendant at accommodation establishments.
- Housekeeping assistant.
- Dry-cleaning assistant (commercial, cruise ships).
- Laundry operator (commercial, cruise ships).

COURSE **DATES**

This is a distance learning course, and you can start your course at any time.

PRICE **& PAYMENT OPTIONS**

Once-off Payment: ~~R3 550.00~~ **SPECIAL R2 000.00 save R1 550.00**

Pay Per Module: ~~R1 000.00 per module (x 4 modules = R4 000.00 total)~~
R600.00 per module (x 4 modules = R2 400.00 total)

Combo Specials:	Buy any x 2 skills programmes and get 10% discount. Buy any x 3 skills programmes and get 15% discount. Buy any x 4 skills programmes and get 20% discount.

WHAT'S **INCLUDED**

- Training material.
- Assessments and moderation.
- Certification.
- Learner support.

REGISTRATION **PROCESS**

Step 1:	Complete enrolment form and submit to info@drumbeatacademy.co.za.
Step 2:	We will send you a proforma invoice (quote) for your chosen module/s.
Step 3:	Make payment via EFT / direct deposit.
Step 4:	Email proof of payment to info@drumbeatacademy.co.za.
Step 5:	Your learner guide and supporting documents will be emailed to you.
Step 6:	Study the learner guide.
Step 7:	Complete all required documents (workbooks, logbook) and email them (in PDF format) to your support facilitator/assessor. Documents can be completed in your own handwriting or electronically (unless otherwise stated).
Step 8:	Once your full portfolio of evidence has been received (per module) it will be assessed, and feedback given regarding competence.
Please Note:	Modules should be done in order. The first module must be completed before the next module will be sent to you.

SUPPORT

Support is available during office hours 08:00 – 15:00, Monday – Friday. The contact details for your support facilitator/assessor will be allocated to you for each module you enrol for. Your support facilitator/assessor will be available via phone, email, or an appointment can be made to see them in person (or via video call).

WHY **STUDY WITH US?**

- CATHSSETA Accredited Training Provider.
- 32 years of experience in education and training.
- Industry-experienced facilitators.
- Flexible study options.
- National footprint.
- Learner support.
- Industry-relevant training.
- Proven graduate success.

FREQUENTLY **ASKED QUESTIONS**

- Is the skills programme accredited? Yes, it is accredited through CATHSSETA.
- Do I need matric to do the course? No, you only need to be able to read, write, and understand English.
- Do I need to be a South African citizen to do the course? No, however, to work in South Africa, you will need a valid work permit for the industry.
- Can I study while working? Yes, this course is distance learning (self-study), and you can complete your theory work after hours.

- Is there practical training? No, however, you are required to source your own workplace where practical experience must be completed and added to your logbook.
- Do I need to attend class? No, this is a distance learning course. Your studies will be self-directed and completed within the timeframe given to you.
- How long is the course? This skills programme will take you 4 weeks to complete.
- How long does certification take? Once you've successfully completed all components of your course we will achieve you with CATHSSETA. CATHSSETA certificates take around 4 months to be issued.

QUALIFICATION **ARTICULATION**

This skills programme forms part of:

Title:	National Certificate: Accommodation Services
SAQA ID:	14110
NQF Level:	2
Credits:	120 (minimum)
Type:	Qualification

Learners who complete this skills programme may receive credit towards the National Certificate, provided they meet the entry requirements and choose to enrol.

CONTACT **US**

Email:	info@drumbeatacademy.co.za
Phone:	012 460 9585
Website:	drumbeatacademy.co.za
Address:	7 Van Wouw Street, Groenkloof, Pretoria

CONTACT SESSIONS ALSO AVAILABLE & ONSITE GROUP TRAINING