Itafula elula lokuhlola ubungozi

Igama _____ **Ibhizinisi** _____ **Usuku** _____

Uzogcina unalokhu
Inani lokulahlekelwa ibhizinisi lakho elingakuthwala, nesinqumo sobungozi ngabunye kobu-3 obukhulu: ukubhekana nabo wena, ukubunciphisa, ukubongela, noma ukubuza ngokuvikelwa.

Yenza lokhu kuqala
Vikela Ibhizinisi, Isifundo 1: Yini Engavimba Ibhizinisi Lakho Kusasa? Ishidi laso lokusebenza likunika ubungozi bakho obu-3 obukhulu nezindleko eziphelele zobungozi 1, ozobunika amaphuzu lapha.

Ukulahlekelwa okuncane ongakukhokha futhi usimame kukho ngokushesha kulungile ukuthi ubhekane nakho wena. Ukulahlekelwa okungamisa imali engenayo amasonto akulungile.

1. Yazi ongakuthwala

Ukubekezelela ubungozi kusho ukuthi ibhizinisi lingakhokha futhi lisimame ekulahlekelweni okungakanani ngaphandle kwenkinga enkulu. Ngemali eyongiwe, ungasebenzisa imali oyibhale ohlwini lwakho lokuhlola ubungozi, uma ingashintshanga.

Imali engingayisebenzisa uma kulahlekile

Lapho ivela khona	Inani (R)
Imali eyongiwe noma imali yezimo eziphuthumayo manje (isb. R3 000)	
Inzuzo engingayibeka eceleni enyangeni eyodwa evamile (isb. R2 000)	
Isamba engingasithwala	

Imali eyongiwe + Inzuzo esele = Isamba engingasithwala: R _____

2. Nika ubungozi bakho obu-3 obukhulu amaphuzu

Kopisha ubungozi bakho obu-3 obukhulu ku-**Uhlu lokuhlola ubungozi bebhizinisi nokuvikela izimpahla**. Kubungozi 1, sebenzisa izindleko eziphelele ozibale lapho. Kubungozi 2 no-3, hlanganisa izindleko zokulungisa noma zokushintsha nemali engenayo elahlekile.

Amathuba asho ukuthi kungenzeka kangakanani onyakeni ozayo: Aphansi, Aphakathi noma Aphezulu.

Ubungozi bami

Ubungozi	Amathuba (Aphansi / Aphakathi / Aphezulu)	Izindleko eziphelele (R)	Izinsuku zokusimama	Ngingakwazi ukubuthwala? (Izindleko eziphelele ngaphansi kwesamba engingasithwala: Yebo / Cha)
1.				
2.				
3.				

Lo msebenzi uhlose ukufundisa kuphela. Akuyona iseluleko sentela, somthetho noma sezezimali. Imithetho nezidingo zingahluka ngohlobo lwebhizinisi nendawo. Buza isiphathimandla esifanele noma umeluleki oqeqeshiwe mayelana nesimo sakho.

ITHIPHU

Izinsuku nazo zibalulekile

Uma umsebenzi ungama isikhathi esingaphezu kwamasonto ama-2, bhala "Cha" noma ungakwazi ukukhokha izindleko. Amakhasimende angase angalindi.

3. Khetha indlela yokusabela

Bhala indlela eyodwa yokusabela eceleni kobungozi ngabunye. Sebenzisa umhlahlandlela ongezansi.

Umhlahlandlela wokusabela

1. **Ngizobhekana nabo mina**: ungakwazi ukubuthwala, futhi akuvamile ukuthi bwenzeke.
2. **Ngizobunciphisa**: ungakwazi ukubuthwala, kodwa bwenzeka kaningi. Sebenzisa imikhuba engcono, izingidi, ukunakekela imishini noma ukuhlola.
3. **Ngizobongela**: awukwazi ukubuthwala okwamanje, kodwa ungakwazi ukonga imali eshodayo phakathi nezinyanga ezimbalwa.
4. **Ngizobuza ngokuvikelwa**: awukwazi ukubuthwala, futhi ukonga kungathatha isikhathi eside kakhulu. Sebenzisa **Umhlahlandlela wengxoxo yokulungela umshwalense**.

Izinqumo zami

Ubungozi	Indlela yokusabela	Isinyathelo sokuqala (isb. yonga R200 ngesonto, thenga ingidi)
1.		
2.		
3.		

Isinyathelo esilandelayo

Isinyathelo sokuqala engizosithatha (esivela etafuleni) _____

Ubani ozokwenza _____

Ngaluphi usuku _____

Isikhathi sokukwenza kabusha

Njalo ezinyangeni ezi-6, buyekeza imali ongayithwala nezinqumo zakho. Njengoba imali yakho eyongiwe ikhula, obunye ubungozi obungakwazanga ukubuthwala buba yilobo ongabhekana nabo wena.

Lo msebenzi uhlose ukufundisa kuphela. Akuyona iseluleko sentela, somthetho noma sezezimali. Imithetho nezidingo zingahluka ngohlobo lwebhizinisi nendawo. Buza isiphathimandla esifanele noma umeluleki oqeqeshiwe mayelana nesimo sakho.