

SERVICE ADMINISTRATION LEARNERSHIP

(merSETA – Priority Skill)

Further Education and Training Certificate: Automotive Sales and Support Services 64289

Learning Assumed to be in place:

- Communication at NQF Level 3.
- Mathematical Literacy at NQF Level 3.

Minimum Programme Requirements:

- Candidate Pre-Assessment before registration
- Nominees must be employed at a Dealership or must have a hosting dealer for workplace practical.
- Mentors must be nominated before commencement of training programme
- Workplace approvals must be in place before commencement of training programme

Duration of Programme:

- 12 Months

Programme Cost:

- Please request for quote

Venue:

- BCS Training Academy

Relevant Target Group:

- New entrants into the market
- Currently employed Sales Executives

Main Topics to be covered:

- Learnership Orientation
- Organisational Processes
- Personal Finance
- Market and Brand Orientation
- Communication
- Time Management
- Business Ethics
- Presentation Skills
- Customer Satisfaction
- Principles of Marketing
- Health and Safety
- Financial Appreciation
- Selling Skills
- Product Technology
- Product Knowledge
- Warranty and Maintenance
- Service Processes
- Team Building

Crucial Role within the Motor Industry

TERMS AND CONDITIONS APPLY

For enrolment on this programme please contact EQUAL CAREER SERVICES (PTY) LTD

012 664 7301 / training@equalcareers.co.za