

# Certificate III In Automotive Sales

## Federal Incentives

Pentana Solutions can help employers access government incentives for this program.

## Investment

Online Skills Recognition & Customised ERAnet one-day training course

\$3000

Full Federal incentives (if applicable)  
\$4000

GST Exempt Nationally Accredited Training

## More Information

E-mail  
info@pentanasolutions.com

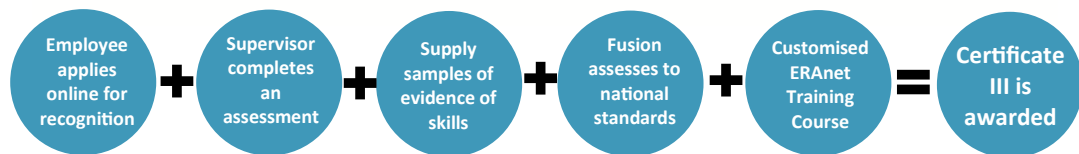


Professional accreditation for dealership Sales Staff

## Get The Skills & National Recognition You Deserve!

Pentana Solutions, along with Fusion Business Solutions, can now provide Online Accreditation to automotive industry professionals who are involved in the Sales area. If you have at least 2 years of experience in auto dealership retail, you can apply online to have existing skills and knowledge recognised in a formal qualification.

The process is very straightforward:



The work history and experience of each applicant will be considered and a relevant course assessment built. Certificate III in Automotive Sales (VEHICLE) AUR31005, units of competency:

### Core - Compulsory Stream:

- Apply safe working practices
- Establish relations with customers
- Work effectively in the workplace
- Apply environmental regulations and best practice in a workplace or business
- Sell products
- Deliver a service to customers

### Main Stream:

- Use numbers in the workplace
- Build customer relations
- Present stock and sales area
- Apply sales procedure
- Apply legal requirements relating to product sales
- Process customer complaints
- Use business technology
- Deliver and monitor a service to customers
- Develop product knowledge
- Merchandise products
- Identify sales prospects
- Investigate micro business opportunities
- Implement personal marketing plan
- Organise personal work priorities and development
- Maintain business image
- Contribute to quality work outcomes
- Identify, clarify and resolve problems
- Promote products and services
- Organise and complete daily work activities
- Self-manage sales performance

## Government Training Subsidies

A range of state and federal incentives could be available to participating employers. Federal Rebates are up to \$4000 for Certificate III Programme could be available. Eligibility for these incentives will require checking against a participant's prior education history. We can help employers access government incentives for this program.

# Certificate III In Automotive Admin

## Federal Incentives

Pentana Solutions can help employers access government incentives for this program.

## Investment

Online Skills Recognition & Customised ERAnet one-day training course

\$3000

Full Federal incentives (if applicable)  
\$4000

GST Exempt Nationally Accredited Training

## More Information

E-mail  
info@pentanasolutions.com

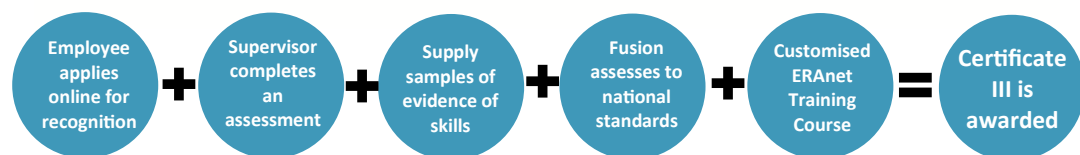


Professional accreditation for dealership administration staff

## Get The Skills & National Recognition You Deserve!

Pentana Solutions, along with Fusion Business Solutions, can now provide Online Accreditation to automotive industry professionals who are involved in the administration area. If you have at least 2 years of experience in auto dealership administration, you can apply online to have existing skills and knowledge recognised in a formal qualification.

The process is very straightforward:



The work history and experience of each applicant will be considered and a relevant course assessment built. Certificate III in Automotive Administration AUR30105, units of competency:

### Core - Compulsory Stream:

- Operate information technology systems
- Operate in an automotive admin environment
- Write routine texts and complete automotive documentation
- Identify, clarify and resolve problems
- Contribute to quality work outcomes
- Apply safe working practices
- Apply environmental regulations
- Adapt work processes to new technologies
- Maintain quality systems
- Build customer relations
- Maintain business image

### Main Stream:

- Use numbers in the workplace
- Create and use spreadsheets
- Deliver a service to customers
- Establish relations with customers
- Work effectively with others
- Communicate effectively in the workplace
- Perform stock control procedures
- Deliver and monitor a service to customers
- Organise personal work priorities and development
- Process customer complaints
- Use business technology
- Organise and complete daily work activities

## Government Training Subsidies

A range of state and federal incentives could be available to participating employers. Federal Rebates are up to \$4000 for Certificate III Programme could be available. Eligibility for these incentives will require checking against a participant's prior education history. We can help employers access government incentives for this program.

# Certificate III In Automotive Parts

## Federal Incentives

Pentana Solutions can help employers access government incentives for this program.

## Investment

Online Skills Recognition & Customised ERAnet one-day training course

\$3000

Full Federal incentives (if applicable)  
\$4000

GST Exempt Nationally Accredited Training

## More Information

E-mail  
[info@pentanasolutions.com](mailto:info@pentanasolutions.com)

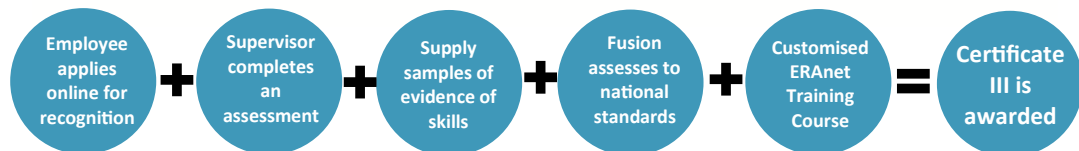


Professional accreditation for dealership parts staff

## Get The Skills & National Recognition You Deserve!

Pentana Solutions, along with Fusion Business Solutions, can now provide Online Accreditation to automotive industry professionals who are involved in the parts area. If you have at least 2 years of experience in auto dealership retail, you can apply online to have existing skills and knowledge recognised in a formal qualification.

The process is very straightforward:



The work history and experience of each applicant will be considered and a relevant course assessment built. Certificate III in Automotive Parts (AFTERMARKET RETAIL OPERATIONS) AUR31005, units of competency:

### Core - Compulsory Stream:

- Apply safe working practices
- Establish relations with customers
- Work effectively in the workplace
- Apply environmental regulations and best practice in a workplace or business
- Sell products
- Deliver a service to customers

### Main Stream:

- Use numbers in the workplace
- Identify and select automotive parts and products
- Apply legal requirements relating to product sales
- Apply automotive parts interpreting process
- Use business technology
- Package goods
- Build customer relations
- Carry out warehousing procedures
- Apply sales procedure
- Deliver and monitor a service to customers
- Recommend products and services
- Perform stock control procedures
- Maintain store safely
- Merchandise products
- Operate information technology systems
- Create and use spreadsheets
- Contribute to quality work outcomes
- Identify, clarify and resolve problems
- Carry out cash and/or credit/funds transfer transactions
- Organise and complete daily work activities
- Self-manage sales performance

## Government Training Subsidies

A range of state and federal incentives could be available to participating employers. Federal Rebates are up to \$4000 for Certificate III Programme could be available. Eligibility for these incentives will require checking against a participant's prior education history. We can help employers access government incentives for this program.