

| Vehicle Sales | | | |
|--|--|-------------------------|-------------------------|
| KEY M = Mandatory O = Optional | | Level 2 | Level 3 |
| | | Sales Executive | Sales Controller |
| Specialist Standards | | | |
| G1 | Contribute to housekeeping in motor vehicle environments | M | M |
| G2 | Reduce risks to health and safety in the motor vehicle environment | M | |
| G3 | Maintain positive working relationships in the motor vehicle environment | M | M |
| G6 | Enable learning through demonstrations and instruction | | M |
| VS1 | Brand, product and market awareness in the vehicle sales and supply business | M | M |
| VS2 | Negotiate fleet and business vehicle sales | O | O |
| VS3 | Comply with the legal requirements and regulations of vehicle sales | M | M |
| VS4 | Self management and administration in a vehicle sales environment | | M |
| VS5 | Handling vehicle sales telephone enquiries | M | M |
| VS6 | Constructing and understanding vehicle sales packages | O | M |
| VS7 | Automotive retail negotiation and sales techniques | O | O |
| VS8 | Delivering a vehicle sales static presentation | M | M |
| VS9 | Conducting vehicle demonstration drives | M | M |
| VS10 | Promoting finance and insurance for vehicle sales | O | M |
| VS11 | Appraising vehicles for part exchange | | M |
| VS12 | Valuing vehicles for part exchange | | M |
| VS13 | Managing customer relationships in a vehicle sales environment | M | M |
| VS14 | Handover the vehicle to the customer | M | M |
| VS15 | Meeting and greeting vehicle sales customers | M | M |
| | M = Mandatory unit O = Optional unit | +2 optional unit | +1 optional unit |