



# Private Sector Profile

## Employment Nelson-Tasman

### Introduction

Also called the supporting industries, these services are integral to the operations of other industries. These industries are private they are not government owned or controlled and part of their commercial role is profit making. They offer good career opportunities for people wanting to progress in the one area. Work in this area is people orientated and would be enjoyed by those who like contact with a wide range of people.

### Employment in the Industry

The service sector employs approx 3000 in the Nelson/Tasman region.

- ◆ Real estate employs around 600 people in the region, although it has a high staff turn over, many people earn a good income for property sales.
- ◆ Communications includes postal and telecommunications and is another large employment area within the sector, and is an area that changes rapidly with improvements in technology.
- ◆ Many people in this area are self employed.

### What Employers Are Looking For

- ◆ Personal interests are important as these can develop into career opportunities.
- ◆ Good customer service skills.
- ◆ High level of presentation.
- ◆ Must be reliable and flexible.
- ◆ People with business management training are sort after.

### Current Skill Shortages

- ◆ There is a shortage of skilled and experienced staff to take on management role within the industry.
- ◆ Highly motivated enthusiastic staff are difficult to find and much sort after.

### SERVICE INDUSTRY Employment Categories

Job Title, Wages/Salary	No's Employ	Job Description	Training Provider, Skills
<b>Real Estate/Property</b> Operator – Developer Commission sales, income varies greatly	600	Real Estate – Rental Division commission based. Property Developer – work for profit	Real Estate Cert, distance learning sponsored by industry
<b>Legal/Accounting</b> Services Lawyer \$22,000+ pa Accountant \$26,500 - \$65,100pa	380	Legal - law degree varies with prior experience Accounting – the level of work varies but includes calculating and recording money spent and received in an organisation	Law - Christchurch or Wellington to Study 4 years Accounting – certificate through to post graduate study in accounting is available in a number of universities and polytechnics
<b>Bank</b> \$27,000+ pa Customer Service Officer, Personal Bankers/Adviser, Customer Service Manager	185	Teller duties/Customer management, Lending/investment/Supervisory role	Specific training within bank

<b>Financial/Insurance Services</b>	230	Support Staff earn salary, Sales Staff commission based	School cert maths, English and science are required but sixth form cert is preferred
<b>Insurance brokers</b>	40	Providing insurance packages for both businesses and individuals	
<b>Postal/Courier/Telecommunications Services</b>	300	Courier – owner operator, paid on pick up and delivery basis	In house training
<b>Performing Arts</b>	51	Cultural services to the public	
<b>Travel Agency Service</b>	75	Sell travel services	In house training, or NMIT

## Training Pathways to Employment

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### Nelson Marlborough Institute Technology

- ◆ **Bachelor of Commerce NMIT** – pre entry less than 12, in four, 6th form cert subjects.
- ◆ **Graduate Diploma in Professional Accounting NMIT** – pre entry completion of Bachelor of Commerce. One year full time.
- ◆ **Certificate in Business Studies NMIT** – pre entry enthusiasm, motivation and commitment to learning.
- ◆ Institute of Chartered Accountants of NZ, PO Box 11342, Wellington, Ph 04 474 7840.
- ◆ Financial Planners and Insurance Advisers Association, PO Box 5513, Wellington, Ph 04 499 8062.
- ◆ Business Management School, 2A Bridge Street, Nelson. Phone 03 5488032.

### Major Employers

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- ◆ Real Estate companies
- ◆ Legal/Accounting Services
- ◆ Postal/Courier/Telecommunications Services
- ◆ Banking services