

IT Management Assistants

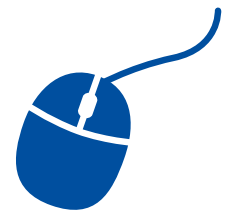
Three-year traineeship (attainment of Secondary School Certificate equivalent possible)



Job Description

IT Management Assistants take on a consulting role in companies. They support customers looking for appropriate IT solutions, i.e. they plan, implement and sell information and telecommunication systems. In addition, they are responsible for the purchase of hardware and software, as well as the leadership of projects with respect to administrative, technical and organisational aspects.

The completion of this training enables you to work in the IT industry, e.g. software advice and development, as well as data management services. Further work opportunities exist at manufacturers of IT devices, as well as company support in the area of data management and sales.



Admission requirements

- At a minimum: basic school leaving certificate (German: Erweiterter Hauptschulabschluss)

Registration

Please apply by sending an email to info@gpb-college.de including the following attachments; letter of application, C.V., copies of your last two school reports. Of course, you can always send your application by posted mail or call in and give it to us in person.

Final qualification

- Chamber of Commerce (IHK) qualification IT Management Assistants
- Additional certificates (Microsoft, Linux, Cisco)
- Attainment of Secondary School Certificate equivalent possible

Costs and Funding

School fees are payable for the training at our private vocational training college. You can pay these in monthly instalments of EUR 175, over 36 months.

Numerous options to fund your training are available to you e.g. student Bafög (German Schüler-BAfög), family allowance (German Kindergeld), student loans (German Bildungskredit).

The advantages of this traineeship

- Individual support and advice
- Training specific project weeks
- Summer and winter sport camps
- IT specific additional certificates
- Attainment of Secondary School Certificate equivalent possible. The option of adding the entrance qualification for universities of applied sciences and arts
- Working with the learning platform Moodle
- Your personal online career assistant
- Holiday courses and additional support classes
- Practice oriented lessons as part of module-based learning

Training content (extract)

- Accounting and economics
- Development and application
- Presentation and communication
- Word processing
- IT systems and performance
- German, Maths and English
- Economics and social sciences
- Physical education
- 10-month internship

Information sessions

Find out more about your dream job and GPB College as part of an information session or make an appointment for individual advice. More information on our website:

gpb-college.de

Contact details and travel directions

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