

## THE ENTREPRENEURIAL ADMINISTRATIVE SKILLS NEEDED BY SELF-EMPLOYED MOTOR VEHICLE MECHANICS IN THE NORTH CENTRAL STATES OF NIGERIA

Abdulkadir, M; S.A. Ma'aji; K.A. Salami and R.O. Okwori

Department of Industrial and Technology Education

Federal University of Technology, Minna

Niger State

Nigeria

abd.moht@futminna.edu.ng

**Abstract-** *This study was designed to discover the entrepreneurial administrative skills needed by self-employed motor vehicle mechanics in the North-Central States of Nigeria. The researchers formulated a research question and a null hypothesis guided the study. A descriptive survey research design was employed for the study. The study was carried out in the North-Central States of Nigeria. The targeted population for the study was 22,523 respondents comprising of 21,340 registered self-employed motor vehicle mechanics, 1,016 managers of micro firms in motor vehicle mechanics and 167 entrepreneurship lecturers. A multi-stage sampling technique was employed for the study. Purposive sampling procedure was employed to select three states including Federal Capital Territory, Abuja out of seven states that constitutes North-Central geopolitical zone of Nigeria. The sample for the study was 2,019 respondents comprising of 1,435 registered self-employed motor vehicle mechanics, drawn through the use of Taro Yamane formula for finite population, 475 managers of micro firms in motor vehicle mechanics and 109 entrepreneurship lecturers. A structured questionnaire titled: Self-Employed Motor Vehicle Mechanics Entrepreneurial Administrative Skills Needed Questionnaire (SEMVMEASNQ) developed by the researchers was used for data collection. The instrument was validated by five Lecturers in the Department of Industrial and Technology Education, Federal University of Technology, Minna and reliability coefficient of instrument was 0.84 through Cronbach Alpha Statistics. Mean and standard deviation were the statistical tools used to analyze the data for answering the research question; while One-Way Analysis of Variance (ANOVA) statistics was employed to test the null hypothesis for the study at .05 level of significance. The findings of the study revealed among others that all the 31 items entrepreneurial administrative skills are highly needed by motor vehicle mechanics for self employment in the North Central States of Nigeria. Based on the findings it was recommended among others that: the National Council on Automotive (NCA) should in collaboration with the Federal Ministry of Labour and Productivity incorporate the identified entrepreneurial skills into their training and re-training programs so that motor vehicle mechanics can be made to acquire the needed entrepreneurship management skills that will assist them to sustain and secure their employment.*

**Keywords-** *Administrative, Motor Vehicles, Self Employed, Skills*

### 1. INTRODUCTION

Motor Vehicle Mechanic is one of the Mechanical Engineering trades which involve the acquisition of scientific knowledge in design, selection of materials, construction, operation and maintenance of motor vehicles. In the words of Abdulkadir and Ma'aji (2014) Motor vehicle mechanics work is a vocational programme, and a vocational programme is all about preparing one for a specific occupation. Motor vehicle Mechanics work trade at the technical college

consists of three components/subjects grouping as follows: Service Station Mechanic work, Vehicle System Maintenance, Engine Maintenance and Refurbishing and Auto Electricity. Motor vehicle mechanic work as a programme is offered at technical college level leading to the award of National Technical Certificate (NTC) and Advanced National Technical Certificate (ANTC) for craftsmen and master craftsmen respectively.

## 2. LITERATURE REVIEW

Welbur (1999) described motor vehicle mechanic as a person who, for compensation, engages in the diagnosis or repair of faulty motor vehicles components or system. The National Board for Technical Education (1985) maintained that a competent motor mechanic should possess sound theoretical and practical knowledge of motor vehicles and be able to diagnose and carry out repairs and/or maintenance on all types of diesel and petrol engines. This means that motor vehicle mechanics are responsible for the service and repair of motor vehicle including undertaking work on engine, transmission, differential, steering, suspension and brakes in the automobile industry; And that when a mechanic does this as a business instead of working for an employer that pays salary or wage, such person becomes self-employed motor vehicle mechanic (Abulkadir,2016). However, for self-employed motor vehicle mechanic to succeed in his business enterprise he/he needs entrepreneurial administrative skills.

Administrative skills are sets of traits and attributes in the personality of successful entrepreneurial self-employed motor vehicle mechanics that enables them to effectively manage and organize the working of a business environment or organization. Owoso and Jimoh (2010) identified three areas of administrative skills to include: technical, human and conceptual skills. According to them technical skills are those specialized knowledge and ability required of entrepreneurs to perform the primary task inherent in particular supervisory position. Human relation skills on the other hand refers to the abilities and judgment in working with people with adequate results; while conceptual skills are those skills needed by entrepreneurs to understand the complexities of the overall organization. Administrative skills that should be exhibited by any successful entrepreneur according to Prasad (2007) include: Planning for both medium and large scale business and setting achievable goals.

Administration is a way of having things executed through individual. It implies also the procedure of exploiting the various wherewithal (human and material) in a way obtain what the business enterprise intends to accomplish. It equally consists worthy forecasting, arrange, expressing, and commanding of human and material resources to successfully and resourcefully meet the targeted goals of an organization (Mamman, 2008). Nafukhu (2005) refers to administration as a way of directing business enterprise. It is fundamentally the expressing of individual hard work and energies and harmonizing the whole as a panel, and offering important management. Osuala (1993) perceived administration as the arranging, scheduling and calculating the entire commercial actions. It is the piloting of personnel such that the utilization of resources, staff along with tools originating in the resourceful attainment of set aside goals. According to Anyakoha (1995) administrative skills required by the successful entrepreneurial self-employed motor vehicle mechanics consist of: the talent to position suitable businesses objective, plan successfully for aim accomplishment, arrange capital (both individual and resources) and appraise all actions/procedures on the method of goal realization and craft suitable use of response.

An additional administrative abilities needed by an entrepreneurial self-employed motor vehicle mechanics are the talent to have mastery awareness of: building extended and short-range forecasting, acquire merchandise, apparatus and paraphernalia, aspect concerned in overhead manage, documentation control and proceeds, achievement of organizational and managerial dexterity, manage time as needed by job plans, recognize prospects and produce ideas appropriate to the chances, and poise to take a resolution and do something on it. It is thus a method of attaining an organizational objective via the harmonized act of five explicit functions that Abdulkadir (2016) termed the model administrative functions as follow: scheduling or creating together limited and long-range tactics for the group and putting up target to aid accomplish the policy, putting together how to utilize income such as inhabitants and resources, employment, or leasing and preparing employees, leading, or helping workforce carry out their vocation in a manner that will yield the organizational aspiration and calculating the association's advancement towards realizing its target.

## **2.1 Statement of the Problem**

The business of motor vehicle mechanics in the automobile industry is maintenance and repairs of motor vehicles. Mechanics either operate as paid employees in the automobile industry and other organization or as self-employed motor vehicle mechanics in the automobile world of work. Self-employed motor vehicle mechanics have played a vital role in the sustenance of economic, industrial and transport industry of the North Central States of Nigeria. However, over the years it has been observed that most self-employed motor vehicle mechanics who once enjoyed a constant flow of customers for effective maintenance and repairs of their automobiles have run out of the business and now are employed as civil servants.

Abdulkadir (2016) equally noted that some self-employed motor vehicle mechanics are struggling to secure their maintenance and repair business by relocating from one place to another or even abandoning their workshop services or activities to take other business such as motor-cycle business (Okada), commercial transport drivers and oil black marketing. This ugly trend does not only pose serious threats to the survival of self-employed motor vehicle mechanics business but also to the economic, industrial and transport industry of the North Central States of Nigeria. To succeed in motor vehicle mechanics business, self-employed motor vehicle mechanics need not only technical skills but also entrepreneurial administrative skills which many do not possessed.

Entrepreneurial administrative skills are those skills that enable an individual such as self-employed motor vehicle mechanics to explore business opportunities at profit level (Abdulkarim, 2012). These skills seem also capable of helping self-employed motor vehicle mechanics run their enterprise successfully; hence entrepreneurial administrative skills are very necessary for self-employed motor vehicle mechanics to be able to secure and succeed in their jobs in the automobile world of work. The question here therefore is: what are the entrepreneurial administrative skills needed by self-employed motor vehicle mechanics in the North Central State of Nigeria?

## **2.2 Research Question**

The following research question was answered in this study:

**RQ.1:** What are the entrepreneurial administrative skills needed by motor vehicle mechanics for self employment?

### 2.3 Hypotheses

The following null hypothesis was formulated to guide the study and was tested at .05 level of significance:

There is no significant difference in the mean responses of self-employed motor vehicle mechanics, managers of micro firms in motor vehicle mechanics and entrepreneurship lecturers on the entrepreneurial administrative skills needed by motor vehicle mechanics for self employment ( $P < .05$ ).

### 3. METHODOLOGY

A descriptive examination research was implemented for this study. The study was organized in the North Central States of Nigeria. North Central Nigeria consists of Benue, Kogi, Plateau, Nassarawa, Niger and Kwara states and FCT, Abuja. The North Central Nigeria is situated geographically in the middle belt region of the country, spanning from the west, around the confluence of the River Niger and the River Benue; and covering about one-fifth of Nigeria's total land area. The targeted population for this study was 22,523 respondents consisting of 21,340 Registered Self-Employed Motor Vehicle Mechanics; 1,016 Managers of Micro firms in MVM and 167 Lecturers teaching entrepreneurship in all the tertiary institutions in the states that constituted North Central geopolitical zone of Nigeria.

A multi-stage sampling technique was approved for the study. Purposive sampling practice was utilized to pick three states including Federal Capital Territory, Abuja out of the seven states that constitutes North Central geopolitical zone of Nigeria. The states are: Niger, Plateau, Kwara and Federal Capital Territory, Abuja. Proximity of these states to Federal Capital Territory, Abuja, as well as high vehicular activities and number of motor vehicle mechanics outfits necessitate the choice of these states for the study. Furthermore, Registered Self-Employed Motor Vehicle Mechanics in each of these state including Federal Capital Territory were sampled out with the use of Taro Yamane formula for a finite population given as  $n = \frac{N}{1+N(e)^2}$  in Uzoagulu (1998) and because of the small number of population of micro firms in MVM and Lecturers teaching entrepreneurship the full inhabitants was utilized for the investigation; hence they were not sampled. Thus, the sampled population for the study was 2,019 respondents comprising of 1,435 registered Self-Employed Motor Vehicle Mechanics, 475 managers of micro firms in MVM and 109 Lecturers teaching entrepreneurship courses.

A structured questionnaire called: Self-Employed Motor Vehicle Mechanics Entrepreneurial Administrative Skills Needed Questionnaire (SEMVMEASNQ) developed by the researchers and authenticated by five specialists was used for the facts collected for the study. All sections of research questions were structured so that respondents expressed their opinion on a four point rating scale of: Highly Needed (HN), Needed (ND), Moderately Needed (MN) and Not Needed (NN). The real limit of numbers assigned to the various measurements are: Highly Needed (HN) = 3.50-4.00; Needed (ND) = 2.50-3.49; Moderately Needed (MN) = 1.50-2.49 and Not Needed (NN) = 0.05-1.49 respectively. Mean and Standard Deviation were the arithmetical tools adopted

to explore the statistics for replying research question; While Analysis of Variance (ANOVA) was used to test the hypothesis at 0.05 level of significant.

#### 4. RESULTS AND DISCUSSION

Entrepreneurial administrative skills needed by motor vehicle mechanics for self-employment.

Table 1: Mean Responses and Standard Deviation of the Respondents on the entrepreneurial administrative skills needed by motor vehicle mechanics for self employment.

N = 1636

S/No	Items	Mean	SD	Decision
1.	Supervision of work and employees.	3.66	0.47	Highly Needed
2.	Effective leadership.	3.71	0.46	Highly Needed
3.	Identifying and setting clear goals.	3.64	0.48	Highly Needed
4.	Foster relationship among members of the organization.	3.67	0.47	Highly Needed
5.	Setting appropriate business objectives.	3.61	0.49	Highly Needed
6.	Effective planning for goals achievement.	3.63	0.48	Highly Needed
7.	Implementation of plans towards goal achievement.	3.65	0.48	Highly Needed
8.	Delegation of authority.	3.67	0.48	Highly Needed
9.	Identification of all repairs/maintenance operation.	3.75	0.43	Highly Needed
10.	Identification of business opportunities	3.68	0.47	Highly Needed
11.	Generation of suitable ideas through effective decision making.	3.68	0.49	Highly Needed
12.	Determination of the right action to be taken.	3.68	0.47	Highly Needed
13.	Sustaining business policies.	3.67	0.48	Highly Needed
14.	Coping with changes in technology in terms of computer application.	3.65	0.49	Highly Needed
15.	Initiating new ways of doing things	3.52	0.51	Highly Needed
16.	Putting together materials for repair.	3.48	0.52	Highly Needed
17.	Demonstration of self-organizational discipline.	3.53	0.52	Highly Needed
18.	Organizing human and material resources.	3.45	0.51	Highly Needed
19.	Directing affairs of the organization.	3.56	0.54	Highly Needed
20.	Appraising employee performance.	3.50	0.54	Highly Needed
21.	Maintenance of singleness of purpose.	3.53	0.53	Highly Needed
22.	Developing correct character to work.	3.58	0.53	Highly Needed
23.	Resourcefulness.	3.59	0.54	Highly Needed
24.	Competency in maintaining personal and group discipline.	3.55	0.50	Highly Needed
25.	Ability to carry out a single plan action at a time.	3.62	0.50	Highly Needed
26.	Plan for future occurrences.	3.61	0.50	Highly Needed
27.	Effective organization of activities.	3.70	0.46	Highly Needed
28.	Effective division of labor.	3.65	0.52	Highly Needed
29.	Determining employee training and development.	3.72	0.46	Highly Needed
30.	Specifying action points.	3.57	0.50	Highly Needed
31.	Making short and long terms plan.	3.62	0.52	Highly Needed
	<b>Grand Mean/SD</b>	<b>3.63</b>	<b>0.49</b>	<b>Highly Needed</b>

Note: N = Number of Respondents, SD = Standard Deviation

Table 1 shows the mean responses of the respondents on the 31 items posed to find out the entrepreneurial administrative abilities required by motor vehicle mechanics for self employment with grand mean of 3.63 implies that entrepreneurial administrative skills are highly needed by motor vehicle mechanics for self employment. The standard deviation of the items ranges from 0.43-0.54 this revealed that the respondents were not too far from the mean and were close to

one another in their responses. This closeness of the responses adds value to the reliability of the mean.

#### 4.1 Hypothesis

There exhibit no major variation in the mean reactions of self-employed motor vehicle mechanics, managers of micro firms in motor vehicle mechanics and entrepreneurship lecturers on the entrepreneurial administrative skills needed by motor vehicle mechanics for self employment ( $P < .05$ ).

The result of the one-way analysis of variance of average gains of the respondents on the entrepreneurial administrative dexterities wanted by motor vehicle mechanics for self employment with respect to self-employed motor vehicle mechanics, managers of micro firms in MVM and entrepreneurship lecturers is presented in Table 2 Levene's test of homogeneity of variances for the data was .446 and since the value is greater than the significant level of ( $P < 0.05$ ) the assumption of homogeneity of variance was met. Therefore ANOVA could be employed for the analysis.

*Table 2 One-way ANOVA of variance of mean ratings of the respondents on the entrepreneurial administrative skills needed by motor vehicle mechanics for self employment*

Source	Sum of Square	df	Mean Square	F	Sig
Between Groups	15.634	2	77.317	1.463	.078
Within Groups	392.672	1633	.042		
Total	408.306	1635			

Table 2 revealed that there was no statically remarkable discrepancy ( $P < 0.05$ ) in the average scaling of the contributors. These data supported the hypothesis,  $F(2, 1633) = 1.463, p = .078$ . The mean and standard deviation for self-employed motor vehicle mechanics were 2.99 and .54 respectively. The mean and standard deviation for managers of micro firms in MVM were 2.70 and .67 accordingly. The typical and average deviation for entrepreneurship lecturers were 2.11 and .50 respectively. Post-Hoc (Tukey HSD) was not carried out simply because of the absence of no significant discrepancy in the mean responses of the respondents.

#### 4.2 Finding/Discussion

The findings in Table 1 relating to research question showed that group members settled with all the items on entrepreneurial administrative skills wanted by motor vehicle mechanics for self employment. The finding revealed that entrepreneurial self-employed motor vehicle mechanics as needs ability in delegating authority. This finding is in harmony with the position of Osuala (1996) who pointed out that entrepreneurial self-employed motor vehicle mechanics as business managers must delegate functions, and that delegation of duties is a function of administration that assist self-employed motor vehicle mechanics as manager of their business enterprise to get the maximum benefit from each employee. This finding was further corroborated by Anyakoha (1995) who explained that delegation of authority in business enterprise reduces the work load on the manager and allows him/her to attend to more urgent matters at same time assist in fostering the spirit of team work and collective responsibility in the business environment.

The finding also revealed that entrepreneurial self-employed motor vehicle mechanics needs ability or skill in fostering relationship among members of the organization. This is in agreement with the work of Owoso and Jimoh (2010) who asserted that for self-employed motor vehicle mechanics to become an entrepreneurs they should be able to foster relationship among members of the organization, demonstrate respect for others within the organization and customers, create environment where leader is approachable and open to new ideas and willing to share ideas, evaluate the impact of personnel in the organization, create an environment that values the diversity of others, surround themselves with the people of complimentary strength and demonstrating empathy for social problems. This verdict is also in-line with results of Nafukhu (2005) who remarked that administration rests on a belief that managers and employees have an underlying mutual interest in cooperating effectively with each other.

The finding further revealed that motor vehicle mechanics to be self-employed they needs ability in coping with changes in technology in terms of computer application. This finding is in agreement with the findings of Olaitan (1996) who opined that rapid development of computer technology has brought about the utilization of computer as a tool for repairing and maintenance, provide and support information systems within an organization and for reaching out to the customers and suppliers. This was also corroborated by Owoso and Jimoh (2010) who maintained that advent of computer technology has resulted into the use of internet for the maintenance and repairs of modern automobiles, business transaction and computer programme for buying and selling within and among business organization and they maintained that there is every need for entrepreneurs to cope with changes and challenges brought by computer technology for effective and efficient running of their business enterprise.

The finding also revealed that entrepreneurial self-employed motor vehicle mechanics needs ability in generating suitable ideas through effective decision making process. This is in line with the findings of Owoso and Jimoh (2010) who asserted that the involvement of the employees in the decision making process of an organization is a source of motivation to such employees. According to them, employees on this ground feel belonging to the organization as their contribution and suggestions are included in taking organizational decision. This assertion is in line with Berry and Javis (1997) who pointed out that there is a correlation between participation in organizational decision making and out-making and outcome such as satisfaction with the organization. Also buttressing this assertion, Nwachukwu (1990) opined that decision-making by self-employed motor vehicle mechanic that wish to become an entrepreneur should be indispensable to success in business and it is a way of making things happens. The findings further revealed skills such as setting up of appropriate business goals, effective in planning for goals attainment, making short and long terms plan, plan for future occurrences as well as appraisal of employee's performance were needed by entrepreneurial motor vehicle mechanics for self employment. These findings commensurate with the views of Mathew (2005) who reported that skills are set of administrative activities that are needed by entrepreneurs to prepare their enterprise for the future and ensure that decisions concerning the use of human and material resources assist to achieve enterprise trends and determining the strategies and tactics to achieve organizational goals and objectives.

The foregoing was further supported by Guggeuy (1995) who explained that when an individual is planning, such individual is setting goals, organizing people by allocating resources

and systematizing procedures. Guggeuy further maintained that every entrepreneurial such as self-employed motor vehicle mechanic has his/her own set goals and objectives and held planning is directed at accomplishing these goals and objectives by answering the questions of what will be done and who will do it.

The findings also showed that skills to direct the affairs of the organization and organization of human and material resources were also needed by entrepreneurial motor vehicle mechanics for self employment. This is in consonance with the work of Peter (2003) who noted that this ability enables an entrepreneurial such as self-employed motor vehicle mechanics to focus attention on the structure and the process of allocating jobs so that set goals can be achieved and that organizing is job oriented. Peter further maintained that organizing is concerned with the division of work into sections and departments and with the allocation of responsibilities, authorities and duties to all members of organization towards attainment of organizational goals.

Corroborating these assertions Anyakoha (1995) explained that these administrative skills are needed by entrepreneurs which in order that they can successfully realize their business goal/objectives through harmonized hard work of forecasting, categorizing, employment, showing and calculating. Although in the words of Akinola (2001) he emphasized that one of the troubles confronting self-employed motor vehicle mechanics who choose to become an entrepreneur is absence of administrative skills and knowledge and he thus recommended that entrepreneurs should have excellent instruction in the art of administration. Similarly, Osuala (1996) recognized administrative ineffectiveness to among of the specific reason for business failure and thus, Guggeuy (1995) maintained that entrepreneurs needed administrative skills so that they can also played role of executives since they are accountable for the accomplishment of managerial aims and intentions.

The findings on the hypothesis one as contained in Table 2 indicated that there indicate no significant differentiation ( $P < .05$ ) in the average outcomes of self-employed motor vehicle mechanics, managers of micro firms in motor vehicle mechanic and entrepreneurship lecturers on the entrepreneurial administrative skills needed by motor vehicle mechanics for self employment. This means that administrative skills were needed by motor vehicle mechanics for self reliance. This is in consonance with the views of Ademiluyi (2007) who argued that administrative skills were indispensable for entrepreneurial success in any business enterprise. This was further corroborated by Abdulkadir (2016) who opined that administration is the process by which goals are achieved through collective, cooperative and human effort in a suitable environment.

## 5. CONCLUSION

This study determined the Entrepreneurship Administrative Skills Needed by Self-employed Motor Vehicle Mechanics in the North Central States of Nigeria. The findings of the study serve as the basis for making the following conclusion: That entrepreneurial administrative skills such as the ability in delegation of authority, fostering relationship among members of the organization and generation of suitable ideas are needed by motor vehicle mechanics for self-employment.



## 5.1 Recommendations

Based on the results of the study, the following suggestions were made:

1. The National Council on Automotive (NCA) charged with the responsibility of organizing training and re-training programs for motor vehicle mechanics should in collaboration with the Federal Ministry of Labour and Productivity to incorporate the identified entrepreneurial skills into their training and re-training programs so that motor vehicle mechanics can be made to acquire the needed entrepreneurship management skills. This will assist them to sustain and secure their employment.
2. National Board for Technical Education should review curriculum of technical colleges with a view to include the identified entrepreneurial skills in to the curriculum of motor vehicle mechanics work. This measure will go a long way to advance the entrepreneurship aspect of motor vehicle mechanics trainees and trainees in the automobile world of work.

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