

SIR30207 Certificate III in Retail

This qualification provides the skills and knowledge for those whose role may have responsibility for others and provide specific coordination responsibilities within a store team. All training is within the Australian Qualification Framework (AQF) and is therefore a nationally recognised qualification. Where eligible, this training is delivered with Victorian Government funding.

Enrolment

Applicants 15 years and older can apply and this course is appropriate for VET in schools delivery. Students from disadvantaged groups are encouraged to apply. Enrolment is via AVTES.

Recognition of Prior Learning

RPL is available to all applicants and a portfolio is requested on enrolment.

Course Duration

This course is a self paced competency based program. It can be undertaken and completed at your own pace. Enrolment periods last for 12 months.

Course Rules

Candidates must be recognised as competent in Certificate II in Retail core units or have sufficient work experience. This course requires the completion of 10 units as described in the next section.

Employment Prospects

Upon successful completion of this qualification, students will be able to perform roles such as team leader, department manager, and assistant store manager.

Further Training Opportunities

This qualification can form part of an Australian Apprenticeship pathway. Opportunities exist for further studies in Certificate IV and Diploma in Retail courses.

Course Structure

CORE UNITS (Three)

SIRXOHS002A Maintain store safety

SIRXRSK002A Maintain store security

Plus one of the following:

SIRXCCS003A Coordinate interaction with customers

SIRXSLS004A Build relationships with customers

RETAIL ELECTIVE UNITS (Minimum of Five)

SIRXADM002A Coordinate retail office

SIRXFIN001A Balance point of sale terminal

SIRXINV002A Maintain and order stock

SIRXMGT001A Coordinate work teams

SIRXMGT002A Maintain employee relations

SIRXMER002A Coordinate merchandise presentation

SIRXMER005A Create a display

SIRRRPK007A Recommend and fit clothing or footwear products & services

SIRRRPK014A Recommend specialised products and services

SIRXSLS001A Sell products and services

SIRXSLS003A Coordinate sales performance

ELECTIVE UNITS (Maximum of Two)

The remaining electives may be chosen from any of the previous retail elective units listed, other product knowledge areas, the SIR07 Retail Services training package, or another endorsed training package specific to your workplace. Elective units may be from Certificate III or IV level units. Other training packages available at AVTES are:

- Business
- Hospitality

If you are interested in choosing units out of any of these training packages, you will need to consult your trainer for specific options to determine the units best suited to your industry.

Employability Skills

This qualification also encompasses general employability skills required by the retail industry including **Communication, Teamwork, Problem Solving, Initiative and Enterprise, Planning and Organising, Self-Management, Learning and Technology.**

