

## FACT SHEET

### COURSE INFORMATION

- **Director of Studies:**  
Maria La Pietra
- **Course Name:**  
Retail, Certificate II
- **Qualification:**  
Certificate II in Retail
- **NTIS Code:**  
SIR20207
- **Course Length:**  
19 weeks or 360 nominal hours
- **Start date & Times:**  
Two days per week.  
20 nominal hours per week.  
*Students are expected to allocate a minimum of 6 hours per week in personal study, revision or practice.*
- **Work Placement:**  
56 hours minimum

### 2010 COURSE FEES (Local Student)

- **Enrolment Fee:** \$20
- **Administration Fee:** \$25
- **RPL Fee (if applicable):** \$200
- **Tuition Fee:** \$2,700  
*Fee is reduced if RPL granted.*
- **Payment Options:**  
Full payment 1 week before start date or three equal fortnightly instalments. First instalment at enrolment.

#### Financial Assistance:

Students may be eligible for Youth Allowance, ABSTUDY, Austudy Payment or Pensioner Education Supplement. Contact Centrelink for information and your eligibility.

### 2010 COURSE FEES (International Student)

- **Enrolment Fee:** \$75
- **Administration Fee:** \$90
- **Total Fees:** contact us

# Retail, Certificate II

The retail industry is one of the largest employers in Australia and around the world. Retail, Certificate II is designed to provide you with the skills and knowledge to qualify you to enter the exciting and diverse retail sector.

### SKILLS COVERED

This qualification provides the skills and knowledge to be competent in a range of activities and functions requiring basic retail operational knowledge and limited practical skills.

Individuals with this qualification are able to perform roles, such as: providing product and service advice in a retail store; selling products and services in a variety of retail settings; operating a checkout area; preparing and selling fast food items; store, rotate and replenish food stock; checking replenishing stock; organising and maintaining work areas and displays.

### WORK PLACEMENT & ASSESSMENT

Work placement is a mandatory component of this course. To complete this qualification students must either be currently employed (casual, part or full time) in the retail sector or have at least one month's full time equivalent experience in retail. Students may use their current retail sector employer as their workplace placement.

### EXPECTED EMPLOYMENT OPPORTUNITIES

Possible job titles include: sales assistant, customer service representative, crew member, merchandiser, checkout operator, telemarketer. This qualification would also benefit those participating in regular product "party" selling. Individuals may work with some autonomy or in a team but usually under supervision.

### COURSE STRUCTURE

Retail, Certificate II comprises of 14 units, 9 core units and 5 elective units.

CORE MODULES	Course Code
Apply point of sale handling procedures	SIRXCCS001A
Apply safe working practices	SIRXOHS001A
Work effectively in a retail environment	SIRXIND001A
Communicate in the workplace	SIRXCOM001A
Minimise theft	SIRXRSK001A
Operate retail technology	SIRXICT001A
Organise and maintain work areas	SIRXCLM001A
Perform stock control procedures	SIRXINV001A
Interact with customers	SIRXCCS002A
ELECTIVES	Course Code
Sell products and services	SIRXSL001A
Apply retail food safety practices	SIRRFSA001A
Balance point-of-sale terminal	SIRXFIN001A
Create a display	SIRXMER005A
Merchandise products	SIRXMER001A



This is a nationally accredited course that meets the requirements of the Australian Quality Framework (AQF).

### MINIMUM ENTRY REQUIREMENTS

#### Any one of the following:

- Satisfactory completion of SACE Stage 1 (or equivalent).
- Any Certificate I **or**
- 6 months full time equivalent work experience in retail.

#### English Proficiency Level Requirement:

- International Students or New Arrival /New Australians have an additional English Proficiency Level Requirement of: IELTS 5 or TOEFL (PBT) Score 510 or TOEFL (CBT) Score 180 or TOEFL (IBT) Score 64.

For Enrolment Forms ph: 8410 8938 or visit [www.culturalimmersion.sa.edu.au](http://www.culturalimmersion.sa.edu.au).  
Course Guides & Student Handbook also available at our website.  
Enrolment conditions apply.

We are proud to be members of:

