

FACT SHEET

COURSE INFORMATION

- **Director of Studies:**
Maria La Pietra
- **Course Name:**
Retail, Certificate III
- **Qualification:**
Certificate III in Retail
- **NTIS Code:**
SIR30207
- **Course Length:**
15 weeks or 290 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:**
114 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 III

The retail industry is one of the largest employers in Australia and around the world. From supermarkets, to department stores, speciality stores, fast food chains, to local small businesses the retail industry is as diverse as it is large.

Retail Certificate III is designed to provide you with the skills and knowledge to be competent in a range of job roles and functions requiring sound retail operational knowledge and practical skills in a retail operation.

SKILLS COVERED

Providing product and service advice in a retail store; selling products and services in a variety of retail settings; sales co-ordination & supervision; supervising a checkout area; co-ordinating and working with small teams, co-ordinating small projects, preparing and selling food items; stock control and conducting stock take, co-ordinating store safety and security ; organising and maintaining work areas and displays & food safety.

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 six month's full time equivalent experience in retail. Students may use their current retail sector employer as their workplace placement.

EXPECTED EMPLOYMENT OPPORTUNITIES

This Floristry course provides graduates with the skills and knowledge to pursue a career in the floristry or retail industry. These courses are for those individuals who want accreditation as a Florist/Florists Assistant. This course will enhance work opportunities within the retail industry.

COURSE STRUCTURE

Retail, Certificate III comprises of 10 units, 3 core units and 7 elective units.

CORE MODULES	Course Code
Maintain store safety	SIRXOHS002A
Maintain store security	SIRXRSK002A
Build relationships with customers	SIRXSL004A
ELECTIVES	Course Code
Coordinate interaction with customers	SIRXCCS003A
Coordinate sales performance	SIRXSL003A
Maintain and order stock	SIRXINV002A
Coordinate merchandise presentation	SIRXMER002A
Maintain employee relations	SIRXMG002A
Monitor Food Safety Program	SIRRFA002A
Balance point-of-sale terminal	SIRXFIN001A



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).
- Certificate II in Retail or
- 12 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.
Course Guides & Student Handbook also available at our website.
Enrolment conditions apply.

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