

Apprenticeship in Retail

ENTRY LEVEL: 2

DURATION: APPROX. 6 - 12 MONTHS



building better lives



Introduction

This is a practical, work based course that will provide development and qualifications related to your job role.

This course is ideal for...

anyone currently employed in a retail environment who wants to develop their performance through hands on training and assessment.

Course outline

- Level 2 Certificate/Diploma in Retail Skills
- Level 2 Certificate in Retail Knowledge
- Level 1 Functional Skills in Maths
- Level 1 Functional Skills in English

How will I learn?

Through your day to day work and through on the job training and assessment. You will be assessed on your ability to carry out your responsibilities at work. You will receive one to one support which is to make sure you are enjoying your training and reaching your targets.

What skills and knowledge will I develop?

- Communication
- Practical retail skills
- Knowledge and understanding of systems, procedures, customer care and legislation
- Improve literacy skills
- Improve numeracy skills

How will I be assessed?

Through a combination of observation of your performance in the workplace supported by discussions and questioning. You will take on-line assessments/exams for the technical certificate and key skills. You will build a portfolio of evidence which could be either paper based or electronic.

Why choose this course?

It is flexible course which is tailored to your individual needs. It will allow you to develop your competence, confidence and self esteem and increase the knowledge and understanding of your job role.

You will gain a relevant nationally recognised qualification.

Will I need any special equipment?

No, your assessor has a digital recorder and laptop which will be used to record assessments.

If an electronic portfolio if chosen access to a computer and the internet will be required.

How do I apply?

Huddersfield

For more information about courses please contact Linda on 01484 434800

Batley

For more information about courses please contact Karen on 01924 470477

or visit www.cmsvoc.co.uk or email courses@cmsvoc.co.uk