

WHAT NOW?

Contact Jobtrain on 4723 1666 and leave the rest to us.



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ABOUT US

Jobtrain is a local registered training organisation located in Kirwan. Jobtrain has been delivering training in the Townsville region for over 20 years.

We pride ourselves in offering a professional, friendly, flexible and individualised service to all our clients.

Being a small organisation Jobtrain has the ability to offer flexibility which is impossible in a larger organisation.

ADDITIONAL SERVICES

Jobtrain offers a range of services including

- computing
- business administration
- retail
- bookkeeping and financial training
- MYOB training
- resume writing
- career guidance
- admin services
- serviced offices
- bookkeeping

Retail Training



jobtrain

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Do you have staff with no formal qualifications?

We can help!

Would you like to be able to offer on-site training to your staff at no cost to yourself?

We can help!

Would your business benefit from having competent and confident staff?

We can help!

CERTIFICATES II AND III IN RETAIL

This qualification will provide your staff member with the skills and knowledge to be competent in retail operation.

Units include:

- Maintain store safety
- Maintain store security
- Build relationships with customers
- Balance point of sale terminal
- Maintain and order stock
- Create a display
- Profile a retail market
- Sell products and services
- Co-ordinate retail office
- Coordinate interaction with customers

JOB ROLES

Individuals with this qualification are able to perform roles such as:

- Providing in-depth product and service advice
- Selling products and services
- Supervising a checkout area
- Leading a team
- Acting as Manager
- Organising and maintaining work areas and displays
- Merchandising

POTENTIAL STUDENTS

Who would benefit from this training?

- Sales Assistants
- Customer Services Representatives
- Crew Leader
- Shift Manager
- Team Leader
- Assistant Manager
- Checkout Supervisor
- Merchandise Co-ordinator

ENTRY REQUIREMENTS

The candidate must be recognised as competent at Certificate II in Retail level. This can be achieved by either gaining the qualification or having sufficient previous retail employment experience.

INVESTMENT

It may be possible for you to receive up to **\$4,000 in government incentives** to train existing or new staff members. The cost of the training is \$2,500 and includes workbooks, all training, assessment tools and ongoing support throughout the traineeship.

