

Job readiness in Retail



Course Description

This course applies to all retail sectors and business sizes from large format stores to small independents. It applies to frontline personnel who have little autonomy and work under close guidance of others in frontline operational roles. However in smaller retailer businesses, senior personnel also undertake this function.

Course structure

SIRRINV001 Receive and handle retail stock

SIRRMER001 Produce visual merchandise display

Upon successful completion participants will be awarded statement of attainment for all accredited units.

Learning outcome

- Receive and handle retail stock
- Maintain stock handling and storage areas
- Check incoming stock quantities against order documentation
- Inspect incoming stock quality and accurately report quality issues or damage to relevant personnel
- Store or display stock promptly in designated location
- Rotate, replenish and present stock according to organisational requirements
- Record stock waste or shrinkage according to organisational procedures
- Maintain optimal stock levels on retail shop floor
- Prepare product labels and price tickets from in house documents
- Display merchandise labels and price tickets according to organisational requirements
- Maintain display

Delivery mode

Face to face
4 days

Fees

Pricing varies based on group size.

