



AUSTRALIAN NATIONAL COLLEGE

SIR40316 Certificate IV in Retail Management Management and Commerce

CRICOS Course Code 094975M



Retail

Course Description

This qualification reflects the role of individuals who lead a frontline team and manage day-to-day operations of a retail store or department to implement and deliver on organisational objectives and standards. These individuals possess a range of highly developed selling and customer engagement skills with sound knowledge of product and service offerings. They work with independence, taking responsibility for their own functions and outputs.

This qualification provides a pathway to work in a diverse range of retail settings including speciality retailers, supermarkets, department stores, and quick service restaurants.

Individuals with this qualification are able to perform roles such as store manager, department manager and assistant store manager.

Qualification

Students successfully completing the course will receive the Nationally Recognised qualification; SIR40316 Certificate IV in Retail Management.

Course Duration

This course is offered full time over 1 year or 52 weeks including holidays on a full time basis.

Contact Hours

20 hours per week for 40 weeks

*Additionally, students are expected at least **10 hours** of individual study per week not limited to research, learning activities and assessment activities utilising the facilities and resources available at ANC.*

Tuition Fee

AUD\$ 8,000

*Fees and Charges are subject to change with prior notice.
Material Fee will be charged extra.*

Training Location

- Level 1, 58 Franklin Street, Melbourne 3000
(Classes as per scheduled timetable)

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Entry Requirements

Entry to this qualification is open to individuals who:

- have achieved a Certificate III in Retail
- or
- have relevant industry employment experience in a job role that has involved the application of skills and knowledge described in core units of competency from the SIR30216 Certificate III in Retail.

Age Requirements

ANC has a requirement that all students must be over 18 years of age at the commencement of course.

Academic Requirements

To gain entry to this course, applicants should have successfully completed home country equivalent to an Australian Year 11 qualification.

For further information refer to the Equivalent Qualifications on the Victorian Curriculum and Assessment Authority (VCAA) website: <http://www.vcaa.vic.edu.au/Pages/vce/vcerecognition/equivalents/equiv-yr11.aspx>

English Language Requirements

All International Students entering this qualification must have a minimum English Language proficiency level of one of the below:

You should qualify in any one of the following:

An English Language proficiency level of one of the following:

- IELTS overall band of 5.5 or equivalent internationally recognised exam result in line with DHA regulations;
- TOEFL iBT test score band of 46 equivalent or above;
- PTE Academic band score 42 equivalent or above;
- Cambridge English Advanced (CAE) test score band of 47 equivalent or above;
- OET score band Pass equivalent or above;
- Successful completion of Senior Secondary certificate of education in Australia conducted in medium of English;
- Completion of a full time studies in Australia towards a Certificate III or above;
- English as the first language;
- Satisfactory completion of the EAL course/English language course or satisfactory completion of 10-20 weeks ELICOS from a National ELT Accreditation Scheme (NEAS) Accredited English Institution with an IELTS score of 5.0;
- OR any other form of test which satisfies the Institution.

Teaching Method

Teaching is conducted in the classroom. The delivery will include face to face teaching, lectures, discussions, research, learning activities and group work.

Assessments

Assessments comprise of written assignments, projects, case studies, and observation. Skills will be assessed using role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment.

Course Structure

Units of Competency

(11 units including 7 core & 4 elective units)

Code

Title

Core Units

- SIRRRTF002 Monitor retail store financials
- SIRXCEG004 Create a customer centric culture
- SIRXHRM002 Maintain employee relations
- SIRXMGT002 Lead a frontline team
- SIRXRSK002 Maintain store security
- SIRXSL5003 Achieve sales results
- SIRXWHS003 Maintain workplace safety

Elective Units

- BSBMKG401 Profile the market
- SIRRINV002 Control stock
- BSBFLM312 Contribute to team effectiveness
- BSBINN301 Promote innovation in a team environment

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