

Retail Operations

CERTIFICATE I RETAIL OPERATIONS

**A course for Youth @ Risk (16-24)
10th March 2009 - 2nd June 2009**

A course designed as entry level qualification for the retail industry.
Held at: Jobs South West, 11 Bourke St, Bunbury

Topics to be covered include:

- Operating retail equipment
- Procedures for point of sale operations
- Balancing register/terminal
- Interaction with Customers
- Stock control
- Selling & advising on products & service
- Communication in the Workplace
- Safe work practices

If you are interested in a career in Retail or would just like to develop skills and knowledge in this area this course is for you.

Course commences: Tuesday 10th March 2009 - will run Tuesdays for 10 weeks

To find out more information or to register for this course, please phone Diane at Jobs South West Community Services on 9721 5033 or email diane@jobs-sw.com.au

This course is funded by the WA Department of Education and Training



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