

SIR40316

## CERTIFICATE IV IN RETAIL MANAGEMENT

### Why Choose WA Academy?

- Registered Training Organisation
- Fully Recognised Qualifications
- Guaranteed training to a high level of industry competence
- Fully qualified lecturers
- State-of-the-Art purpose built Academy with exhibition facilities
- Close to public transport
- Free parking
- Easy payment plans

### Course Overview

This is the ultimate management qualification specifically designed to meet the needs of the retail industry. Providing a pathway to work in a diverse range of retail settings including hairdressing salons, beauty salons, speciality retailers, supermarkets, department stores and quick service restaurants.

This qualification gives you the knowledge and ability to manage a salon or own and operate your own salon.

Functions in this qualification involve a broad range of business building ideas and experiences including human resources, recruiting staff, business planning, sustainability, financial management, marketing and promotion as well as strong leadership skills.

Students are supplied all products, equipment and resources included in the course cost unless detailed further.

**Accreditation: Nationally recognised qualification Certificate IV level**



### Course Duration

**Duration:** 12 months full time and 18 months part time  
Workplace delivery plus email and phone support with site visits where applicable.

### Tuition Cost Payment Options

**Course Cost:** \$2,500 on payment plan

**Deposit:** \$500 deposit on enrolment and balance paid in fortnightly instalments throughout the course duration

### Student Requirements

Access to a computer  
Access to a workplace or simulated workplace.

### Entry Requirements

Must have achieved a Certificate III in Retail or relevant industry experience in a job role that involves the application of skills and knowledge that is covered in Certificate III in Retail.

## PASSION BUSINESS MANAGEMENT PASSION FOR EDUCATION



On successful completion of the units listed below you will receive your Nationally Recognised Qualifications for SIR40316 Certificate IV Retail Management

## SIR40316 Certificate IV Retail Management Course Structure

| CORE UNITS |   |
|------------|---|
| SIRRTF002  | Monitor retail store financials         |
| SIRXCEG004 | Create a customer-centric culture       |
| SIRXHRM002 | Maintain employee relations             |
| SIRXMGT002 | Lead a frontline team                   |
| SIRXRSK002 | Maintain store security                 |
| SIRXSLS003 | Achieve sales results                   |
| SIRXWHS003 | Maintain workplace safety               |
| ELECTIVES  |   |
| SIRXHRM001 | Recruit, select and induct team members |
| SITXHRM002 | Roster staff                            |
| SIRRINV002 | Control Stock                           |
| SIRXMKT003 | Manage promotional activities           |

### Entry Requirements:

Entry to this qualification is open to individuals who:

- Must have achieved a Certificate III in Retail or relevant industry experience in a job role that involves the application of skills and knowledge that is covered in Certificate III in Retail.

### Delivery Modes:

Delivery is undertaken via email/online. Research and learning activities undertaken in students workplace and/or own time.

### Assessment Methods:

Assessment will include written assignments, projects, case studies, and observation of practical tasks and activities (when required in a simulated industry environment)

**\*This course is also available through a traineeship pathway**



WA Academy reserves the right to update and or alter the delivery and assessment in accordance with the current Training Package to ensure validity and currency of qualification.

**PASSION BUSINESS MANAGEMENT**  
**PASSION FOR EDUCATION**