

# RETAIL SKILLS LEVEL 2

## Factsheet



**The aim of this qualification is to contribute to the skills, knowledge and overall performance within a retail environment. It provides an insight in to the principles and processes of the delivery of retail skills and will aid career progression.**

### Entry Requirements

There are no mandatory entry requirements for this apprenticeship. You will have a genuine interest in the retail sector.

### Description

An apprenticeship is a framework of qualifications which may include:

- Level 2 diploma in retail skills
- Functional skills in maths and English at level 1
- Level 2 certificate in retail knowledge

### Guided learning hours

Level 2 diploma in retail skills - 155-255 hours (approx.).  
Functional skills in maths and English at level 1 - 90 hours (approx.).  
Level 2 certificate in retail knowledge – 93 hours (approx.).  
Examples of this are on-the-job work experience, 1-2-1 learning and group teaching.

### Duration

12 months

### Mandatory units

- Work effectively in a retail team

### Examples of optional units

- Keep stock on sale at required levels in retail environment
- Display stock to promote sales to customers in a retail environment
- Help customers to choose products in a retail environment
- Process payment for purchases in a retail environment
- Give customers a positive impression of yourself and your organisation
- Protect own and other's health and safety when working in a retail environment

### Methods of recording study

Your qualification will be completed via paper based portfolio with interactive learning.

### Diploma

The apprenticeship requires the development of underpinning knowledge (theory) and observations in the workplace to demonstrate competence. You will complete the mandatory units (8 credits) and a selection of optional units to achieve the minimum 37 credit requirements.

### Follow on courses

Level 3 advanced apprenticeship in retail, level 2 intermediate apprenticeship in team leading, level 3 advanced apprenticeship in management.

### Further information

If you would like advice on other work-based learning programmes, methods of delivery and eligibility for funding please contact one of our team on:

[info@letsacademy.co.uk](mailto:info@letsacademy.co.uk)

01782 286046



**Offering a real opportunity for talented people meeting business needs.**