



HIRE A RETAIL APPRENTICE

This apprenticeship provides your apprentice with the skills needed to help your retail business run smoothly.



HOW APPRENTICESHIPS WORK

- You offer a young person a role to support your business paying minimum wage of £3.50*
- The role combines of employment and training leading to a nationally recognised qualification
- Their training takes place at your workplace and at the College
- The employee is required to work a minimum of **30 hours** per week including any college attendance.



BENEFITS FOR YOUR BUSINESS

- Recruit new staff or train existing employees in a cost effective way
- Improve your recruitment policy, resulting in higher staff retention and loyalty
- Build a qualified workforce with specialist skills to suit your present and future business needs.
- Work with the largest College provider of apprenticeships in west London with over 50 years of experience.



APPRENTICESHIP REFORMS

With the introduction of the government's Apprenticeship Reforms, talk to us about how we can help you plan your recruitment. To find out more, call **01895 853780** or visit our website at www.uxbridgecollege.ac.uk/employers.



APPRENTICESHIP PROGRAMME

Levels of Apprenticeships	Pathways	Qualifications gained
Level 2 - Intermediate Apprenticeship (equivalent to five GCSE passes).	<ul style="list-style-type: none"> Retail (generic) Retail Sales Professional Retail Management 	<ul style="list-style-type: none"> Technical Certificate NVQ Qualification Functional Skills Employment Rights and Responsibilities.
Level 3 - Advanced Apprenticeship (equivalent to two A Level passes).		

*All pricing information correct at time of publication, March 2017.

CAN YOU OFFER A ROLE? FIND OUT MORE:

- 01895 853780**
- employerservices@uxbridgecollege.ac.uk**
- www.uxbridgecollege.ac.uk/employers**
- UC_Employers**





INTERMEDIATE APPRENTICESHIPS

RETAIL (GENERIC)

Technical Certificate

Mandatory units

- Understanding customer service in the retail sector
- Understanding the retail selling process
- Understanding how individuals and teams contribute to the effectiveness of a retail business
- Understand how a retail business maintains health and safety on its premises.

Optional unit

- Understanding visual merchandising for retail business.

National Vocational Qualification

Mandatory unit

- Work effectively in your retail team.

Optional units

- Promote continuous improvement in customer service
- Source required goods and services in a retail environment
- Help to manage a retail team.

ADVANCED APPRENTICESHIPS

RETAIL MANAGEMENT & RETAIL SALES PROFESSIONAL

Technical Certificate

Mandatory units

- Understanding customer service in the retail sector
- Understand the retail selling process
- Understanding the management of risks to health and safety on the premises of a retail business
- Understand the development of personal and team effectiveness in a retail business.

Optional units

- Understanding security and loss prevention in a retail business
- Understanding the management of stock in a retail business.

RETAIL MANAGEMENT

National Vocational Qualification

Mandatory unit

- Work effectively in your retail organisation.

Optional units

- Provide learning opportunities for colleagues
Recruit, select and keep colleagues
- Promote continuous Improvement in Customer Service.

RETAIL SALES PROFESSIONAL

National Vocational Qualification

Mandatory unit

- Work effectively in your retail organisation.

Optional units

- Promote continuous improvement in customer service
- Source required goods and services in a retail environment
- Help to manage a retail team.

COMMON MODULES FOR ALL APPRENTICESHIPS

Employment Rights and Responsibilities

- Rights and responsibilities of workers (including equal opportunities legislation)
- Organisation, disciplines and representative structures of the industries concerned
- Impact on the sector of public law and policies.

Functional Skills

- Application of Number – Level 1 or 2
- Communication – Level 1 or 2
- Information Communication Technology – Level 1 or 2.