

Eligibility: Must be aged 19+ and live in Greater Manchester

Level 1 Certificate in Business and Retail

COURSE OVERVIEW

Business/administration and retail are key sectors within the UK economy.

If you're looking to boost your career prospects, The Level 1 Certificate in Business and Retail will equip you with the knowledge and skills required to work within these sectors.

With this course, there is also the option to study employability skills and English and maths.



WHAT YOU WILL LEARN

Some topics you may study include:

- Working in business and retail
- Communication skills
- Exploring entrepreneurship
- Handling stock
- Health and safety
- Database software
- Product pricing and labelling
- Understanding customer service
- Team working
- Introduction to self-employment
- Creating business documents.

LEARNING BENEFITS

Further your personal and professional development and demonstrate your competency to employers.

For more information, contact edu@standguide.co.uk or to join the course, call our referrals team on 0161 881 4826.

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