

Level 1

# Business and Retail



				
<b>Duration</b>	<b>Location</b>	<b>Starting</b>	<b>Age</b>	<b>Careers</b>
1 year	Barking Campus - Technical Skills Academy	Sept 2024	16-18	Business

## Course fees per year

AGE 16-18

**FREE**

Contact us to discuss what Financial support is available.

## Overview

There are lots of local new, micro and small business needing trained customer service and retail staff to help their business grow.

On this 1-year course you'll develop the key knowledge that is relevant to business and retail, alongside those all-important employability skills needed for careers in these sectors, and many others.

This course will provide you with the introductory business skills so you're ready to progress either to further study, into work, or onto an Apprenticeship.

## What you'll learn

On this course, you will learn the following units:

- Communication Skills for Work
- Working in Business and Retail

Optional units include, knowledge and skills relevant to different job roles in business or retail such as telephone calls, digital skills and self-employment, as well as time-management and problem solving.

## Assessments / Exams

You will be assessed through coursework, presentations and group work.

## Entry requirements

You will need to have GCSE Maths, English Language and two additional subjects at grade 2 (E) or above.

As part of the application process you will also be asked to explain why you want to study this course, so that we can ensure any course offer made aligns to your career goals.

## What this course leads to

On successful completion of this course, you can progress to the Level 2 in Business or Business Administration to further develop your skills and knowledge in this area. There is a strong focus on transferable employability skills on this course, which means that you could also progress to a Level 2 course in a different subject.

You may wish to continue your studies, enter the workplace at an entry level position, or continue with an Apprenticeship and earn and learn at the same time.

Visit this course on our website: <https://barkingdagenhamcollege.ac.uk/find/courses/0000011619>

For further information please contact the college: <https://barkingdagenhamcollege.ac.uk/contact>