

STRUCTURE OF QUALIFICATIONS

WRB20304 - Certificate II in Retail Cosmetic Services

AUSTRALIAN QUALIFICATION FRAMEWORK (AQF) LEVEL II - Units of Competency

<i>Unit Code</i>	<i>Core Unit Name and Description</i>
WRBCS201B	Conduct Financial Transactions Describes the skills and knowledge required to conduct operations at the point of sale area.
WRBCS202A	Apply Techniques to Update Beauty Industry Knowledge Skills and knowledge required to access, increase and update knowledge of the beauty industry and relevant industry legislation.
WRBCS203B	Provide Service to Clients Describes the competencies required to deliver service to clients, including receiving clients, making appointments and responding to client complaints.
WRBFS201B	Demonstrate Retail Skin Care Products Skills and knowledge to select and apply appropriate skin care products skin cleansing and product application and demonstration
WRBFS202B	Design and Apply Make-up Describes the skills and knowledge required to design and apply suitable make-up techniques for domestic street wear, business, pleasure, social and special occasions for various times of the day or night.
WRRCA1B	Operate Retail Equipment Describes the skills and knowledge required to operate and maintain retail equipments including cash registers, eftpos & credit card equipment, daily transactional accounts, etc.
WRR11B	Perform Stock Control Procedures Describes the skills set, attitude and knowledge required to handle stock-takes in a retail environment. Functions involve receiving and processing incoming goods, rotating stock, participating in stock-takes, reordering and dispatching goods.
WRRCS1B	Communicate in the Workplace Encompasses the skills, knowledge and attitudes required for effective communication with clients and other staff in the workplace. Involves establishing contact with clients, processing information, working in a team, maintaining personal presentation, following routine instructions, reading and interpreting retail documents & using numbers in the workplace.

<i>Unit Code</i>	<i>Core Unit Name and Description</i>
WRRER1B	Work Effectively in a Retail Environment Encompasses the skills, knowledge and attitudes required to work effectively in a retail environment. Involves acting responsibly and in a non-discriminatory manner, and identifying the relevant award/agreement.
WRRLP1B	Apply Safe Working Practices Incorporates the National Occupational Health and Safety Commission (NOHSC) guidelines for occupational health and safety. Encompasses the skills, knowledge and attitudes to maintain a safe work environment for staff, clients and others. Involves observing basic safety and emergency procedures.
WRRM1B	Merchandise Products Encompasses skills, knowledge and attitudes required to merchandise products within a retail store, Create a merchandise display..
WRRM2B	Perform Routine Housekeeping Duties Encompasses skills, knowledge and attitudes required to maintain and organise work areas in a retail environment.
WRRS1B	Sell Products and Services Involves the skills, knowledge and attitudes required to sell products and services in a retail environment. Involves the use of sales techniques and encompasses the key selling skills from approaching the client to closing the sale. Requires a basic level of product knowledge.

<i>Unit Code</i>	<i>Elective Units and Description</i>
WRRM6A	Create a Display for Small Business Encompasses competencies required to plan and implement a display for a small retail business.
WRBSS201B	Pierce Ears Describes the skills and knowledge required to pierce ear lobes for ornamentation.

Unit Code	Bonus Units Name and Description
WRBBS201B	Provide Manicure and Pedicure Services Describes the skills and knowledge required to perform a range of manicure and pedicure services.
WRBCS204A	Apply Knowledge of Nail Science to Nail Services Describes the knowledge required to apply nail science to beauty treatments. Applies to a range of treatments relating to nails and to a range of roles in the workplace.
WRBBS204B	Apply Nail Art Perform a range of Nail Art Services
WRBCS306B	Advise on Beauty Services Describes the skills and knowledge required to advise clients on a range of beauty services.

UPGRADE TO CERTIFICATE III IN BEAUTY SERVICES

Unit Code	Unit Name and Description
WRBSS302B	Provide Temporary Epilation and Bleaching Treatments Describes the skills and knowledge required to analyse the temporary hair removal/bleaching needs of clients and provide the necessary service/s in a safe and hygienic manner.
WRBCS305A	Apply Knowledge of Skin Biology to Beauty Treatments Describes the knowledge required to apply the principles of skin biology to beauty treatments. Applies to a range of beauty treatments and roles in the workplace.
WRBFS305B	Provide Lash and Brow Treatments Describes the skills and knowledge required to analyse the lash and brow needs of clients and provide a range of shaping, perming and colouring services. Applicable as a discreet service or as part of a treatment plan.
BSBEBUS301A	Search and assess online business information Locating and retrieving business information using the internet and evaluating research results.

Information provided herein is current at date of printing but subject to change without notice. AAOWT reserves the right in accordance with the Australian Quality Training Framework guidelines, to update and/or alter the units offered to ensure valid and current qualifications.

(highlight in blue – unit choice for this course only)

Australasian Academy of Wellness Therapies



Structure of Qualifications

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