

Branch: Multi-specialty sales employee



Code: SEDECA

Option: Self-service employee, department store employee, cashier

Level : CP

Prerequisites : Primary school leaving certificate

Opportunities :

Become a department manager, team leader or specialist shop assistant. They may also move into stock management or warehousing positions.

Description

These jobs are widespread and can be found in retail outlets of various sizes: small local stores, supermarkets and hypermarkets. In a supermarket, the department employee is placed directly under the supervision of the department manager. He/she is in contact with the administrative and commercial departments that manage the activity of his/her department. They receive goods, check quality and quantity, place products in stock and maintain the reserves. He then labels the products and supplies the department or shelf for which he is responsible. He/she is responsible for detecting and removing products that are not fit for sale. He/she must highlight products and promotions so that his/her department is as attractive as possible. They welcome customers and inform them about the brands and qualities listed, prices, promotions and product availability. Finally, he/she collects payments and may draw up guarantee documents and issue invoices.

The general education is centred on French expression and applied mathematics. Computer skills are nowadays a necessity. In vocational education, the student learns cashiering techniques (payment methods, invoicing, control), stock

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Quality and competences :

He/she masters shelving techniques and complies with health and safety regulations. He/she knows how to use the various handling equipment as well as the tools necessary for his/her activities (scanners, data entry computers, stock management software, labelling machines, etc.).

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