



THE CENTRE OF EXCELLENCE

Providing Quality Training  
for more than 30 years

## SHB20116 Certificate II in Retail Cosmetics

### About the Course

This qualification reflects the role of retail sales personnel involved in a defined range of tasks to sell and demonstrate beauty or cosmetic products. They follow known routines and procedures and work under direct supervision.

This qualification provides a pathway to work as a retail sales consultant in any business that sells beauty or cosmetic products and services. This can include beauty and hairdressing salons, retail outlets and department stores.

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

### Entry Requirements

There are no entry requirements for this qualification.

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Get the tools you need to start a new career

[www.coe.vic.edu.au](http://www.coe.vic.edu.au) | [info@coe.vic.edu.au](mailto:info@coe.vic.edu.au)  
ABN 17 141 599 635 | TOID: 3687 | CRICOS: 03512G

## VETis starting date

The 1st week of Feb after school commences for 2017

## Classes

Classes to be determined at one day a week

## Enrolment

Please enrol before the second week of February to ensure your place in the 2017 VET intake

Enrolment at Geelong campus by appointment on Ph; 5222 1818 or Colac campus by appointment on Ph; 03 5231 1870 or contact jacqui on 0488 018 145

## What to bring for enrolment;

1. Medicare card (correct and current address)
2. Photo ID - eg; passport, learners, school ID

## Information and open day sessions:

• **GITTC Campus.**  
**Cnr of Indiana and Illinois Ave. Corio.**

Tuesday September 20th, from 4pm-5.30pm

• **Geelong Campus.**  
**126 Yarra St. Geelong.**

Wed 14th September 3-6pm

• **Colac Campus.**  
**19 Rae St. Colac.**  
**(Sharp Styles Salon)**

Wed 21st September 3-5.30pm

## Course Structure

UNIT	DESCRIPTOR		
BSBWHS201	Contribute to health and safety of self and others	20	Core
SHBBBINF001	Maintain Infection Control	75	Elective
BSBSUS201	Participate in environmentally sustainable work practices	20	Elective
SHBBRES001	Research and apply beauty industry information	20	Elective
SHBBCCS001	Advise on beauty products and services	30	Core
SHBXCCS004	Recommend products and services	20	Core
SHBXIND002	Communicate as part of a salon team	30	Core
SHBXCCS001	Conduct salon financial transactions	25	Core
SHBXIND001	Comply with organizational requirements within a personal services environment	45	Core
SIRXIND003	Organise personal work requirements	30	Core
SIRRINV001	Receive and handle retail stock	35	Elective
SIRRMER001	Produce visual merchandise displays	35	Core
SIRXSL001	Sell to the retail customer	20	Core
SHBBBOS001	Apply Cosmetic Tanning Products	16	Elective
SHBBMUP002	Design and apply make-up	45	Core

## STUDENT CONTRIBUTIONS

\*Enrolment fee- \$150.00

\*Kit Fee- \$100.00

*Nb; Kits must be paid at enrolment but will not be received by student till the 2nd term*

## Beauty Vet Kits Include

- Brush Kit
- Eye shadow palette
- Lip palette
- Blush Palette
- Concealer palette

*\*All fees to be paid to THE CENTRE OF EXCELLENCE TOID 3687*

## Payment options

- Cash - to trainers at COE
- Visa, MasterCard, Debit card (Please ring Geelong campus for this form of payment on Ph:5222 1818)
- Cheque - made payable to THE CENTRE OF EXCELLENCE
- Direct Deposit - The Centre of Excellence

### Bendigo Bank.

**Account Name: The Centre of Excellence Pty Ltd.**

**BSB: 633 000**

**Account Number: 112 408 570**

All payments must be paid prior to Starting date on the 1st of February 2017

