

August 2014

## City & Guilds

600/0934/2 Level 3 NVQ Certificate in Sales

### OVERVIEW

- What does this qualification cover?

This qualification covers the skills and knowledge needed for a successful career in a competitive sales environment.

The following areas that can be covered within this qualification:

- Time planning in sales
- Participate in meetings
- Manage personal development
- Monitoring performance of sales team
- Monitoring sales
- Implementing sales support programmes
- Using digital sales channels
- Accessing sales data in information systems
- Analysing buyer behaviour
- Generating sales leads

All learners will cover the mandatory core units and then a choice of optional units.

This is a Framework qualification.

Who could take this qualification?

Level 3 will suit you if you're progressing in your career and have significant knowledge and experience. At this level you are required to demonstrate greater autonomy in completing tasks.

This qualification is suitable for anyone from 16 years old or over.

### WHAT COULD THIS QUALIFICATION LEAD TO?

This qualification could lead to jobs such as:

- Insurance Business Development Manager
- IT Technical Sales Specialist
- Retail Assistant
- Sales Manager
- Sales Representative

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The learner could progress onto a Sales Apprenticeship at Level 3 or other qualifications such as:

- Level 3 Certificate in Principles of Sales
- Level 3 NVQ Certificate/Diploma in Marketing
- Level 3 Certificate in Principles of Marketing
- Level 3 Diploma in Business Administration
- Level 3 Diploma in Customer Service

#### WHO SUPPORTS THIS QUALIFICATION?

This qualification is supported by:

IMRG (Interactive Media in Retail Group)