

RETAIL BUYER (ANZSCO Code: 639211)

The following Information Sheet is for your reference only and should be used as a guide to assist with your Skills Assessment application to VETASSESS. This information is subject to change.

Please note that a Skills Assessment of the qualification involves assessment of both the qualification level and content. Qualifications are assessed according to the guidelines published by the Australian Government Department of Education and Training.

The skills assessment involves determining the skill level and relevance of the tasks undertaken. Integrity checks may be conducted to verify the qualification and employment claims made in an application.

Occupation Description

A Retail Buyer selects and buys goods for resale in a retail establishment.

Specialisations include:

- Merchandise Planner - in charge of developing merchandise strategies for their company

Occupations and specialisations not considered under this ANZSCO Retail Buyer:

- Marketing Specialist
- Store Manager
- Retail Manager
- Sales Support Workers

Retail buyers purchase goods to be sold in retail stores. They may purchase goods locally, interstate or overseas. In large department stores, buyers may specialise in certain types of merchandise (textiles, fashion, hardware or toys, for example). In small businesses, owners normally do their own retail buying after consultation with their staff.

A positive skills assessment for Retail Buyer requires a dedicated retail buying role.

Requirements for Skills Assessment

This occupation requires a qualification assessed as comparable to the educational level of an Australian Qualifications Framework (AQF) Certificate IV or higher, in a field highly relevant to the nominated occupation.

If the qualification is in a field highly relevant to the occupation, then at least one year of highly relevant post-qualification employment at an appropriate skill level is required, completed in the last five years.

If the qualification is not in a highly relevant field, two years of highly relevant employment at an appropriate skill level is required, completed in the last five years; this is reduced to one year if there is an additional qualification at AQF Certificate IV level in a highly relevant field.

If the applicant only holds a qualification at AQF Certificate III level in a highly relevant field, three years of highly relevant employment at an appropriate skill level is required, completed in the last five years.

If employment is pre-qualification, then three additional years of highly relevant employment are required. This is in addition to one year of highly relevant employment within the past five years.

A positive assessment of both qualifications and employment is required for a positive Skills Assessment Outcome.

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Qualification

AQF Certificate IV or higher

Highly relevant fields of study include Merchandise Planning, Marketing, and Retail Management.

Merchandise Planning focuses on the theories, concepts and practice of merchandise planning and the allocating of merchandise to appropriate retail outlet, and on developing retail strategies that contribute to positive financial planning.

Subjects may include:

*Merchandise Planning *Fashion Merchandising *Fashion Buying *Retail Management
*Applied Fashion Design *Marketing

Employment

Pre-qualification employment can be considered for this occupation.

Required tasks for this occupation include (in the context of retail buying, unless stated otherwise):

- monitoring sales data and stock levels, and studying trade, manufacturers' and market information to keep informed of changing market conditions
- negotiating purchase, promotion and supply arrangements with suppliers
- designing and implementing pricing, marketing, promotional and display strategies
- liaising with management on long-term planning and sales promotions
- establishing working plans according to seasonal and budgetary requirements
- anticipating consumer trends and determining quantity, style and quality of goods to be purchased