



NVQ CERTIFICATES AND DIPLOMAS IN SALES **6801**

Public services learners
during teambuilding
exercise, Stockport College

Working with you to deliver
the skills employers need

NVQ CERTIFICATES AND DIPLOMAS IN SALES

6801

Qualification	Credit	Funded	GLH	QAN	City & Guilds number
Level 2 NVQ Certificate in Sales	22	fundable	128	TBC	6801-01
Level 2 NVQ Diploma in Sales	37	fundable	229	TBC	6801-02
Level 3 NVQ Certificate in Sales	25	fundable	129	TBC	6801-03
Level 3 NVQ Diploma in Sales	37	fundable	208	TBC	6801-04

QUALIFICATION AIM

The ability for any business to sell their products or service in the right way and to the right customer requires knowledge and skill. These Sales NVQs have been designed to develop those skills. They are ideal for businesses looking for a hands-on approach delivered by professionals and for learners wishing to develop on-the-job.

QUALIFICATION LEVELS

Level 2 focuses on skills requiring greater professional responsibility, such as time planning, selling face to face and buyer behaviour in sales situations

Level 3 focuses on a comprehensive range of sales skills in which learners are required to demonstrate greater autonomy in completing tasks, organising activities and contributing to decision making.

PROGRESSION ROUTES

Learners can confidently progress at their own pace through Level 2 to 3 in Sales; these also form part of the Sales apprenticeship therefore they may wish to complete the Level 2 and 3 VRQs in Sales. Additionally learners may opt to enrol on a complementary programme offered by City & Guilds such as Business and Administration, Marketing, Customer Service, ITQ, Finance, Management and Team Leading.

PRODUCT INFORMATION

KEY FEATURES

Available as standalone qualifications. Each Sales qualification consists of mandatory and optional units. The optional units offer learners' a wide range of choice to meet their personal development needs and interests.

KEY BENEFITS

The flexible and comprehensive syllabus is designed to facilitate progression and create a holistic learning experience.

Increased choice of units and different qualification sizes provide ample opportunities for all calibres of learners to reach their potential.

Optional units allow candidates to tailor learning content to suit their needs, while also meeting the demands of employers.

These can be stand alone qualifications or as part of the Sales Apprenticeship.

Structure

Assessment

Support

Assessment is carried out in the workplace or a realistic working environment. Learners must submit a portfolio of evidence.

As assessment may take place in the work place or a realistic work environment learners need not be in employment to achieve the qualification.

Evidence may include professional discussion, e-observation, IT assignments or producing work materials such as a presentation.

Learners, tutors and assessors benefit from an extensive pool of support services.

These include; a qualification handbook and e-portfolio.

City & Guilds e-portfolio solution provided by Learning Assistant allows assessors to plan and review their learners' progress, and provide the support learners need to successfully complete their qualifications. For more information please go to www.learningassistant.com

REASONS TO CHOOSE CITY & GUILDS

Relevant to industry demand

With 99% of employers hailing our name as a mark of quality, no other UK awarding body provides candidates with such widespread recognition. Learners are supported by this strong brand presence throughout their careers.

We provide the skills Employers need

In collaboration with key training providers and employers, these qualifications were developed by experts in the sales field, to provide candidates with relevant training which is straightforward yet exciting to deliver.

Comprehensive range and scope of qualifications

City & Guilds offers an extensive range of qualifications within Sales, Marketing, Business Support Skills and related areas, so centres can seamlessly deliver up-to-the-minute, on-demand training through one awarding body.

For more information call 0844 543 0000, email centresupport@cityandguilds.com or visit www.cityandguilds.com