

# Entry Requirements, Recruitment and Application Process

## Entry Requirements:

The Apprenticeship in Retail Supervision offers a dynamic and innovative opportunity for people working in retail, school leavers and career switchers to pursue a career as a Retail Supervisor.

- Applicants must be 18 years or older to obtain a place on the programme
- Grade O6/H7 or above in 5 Leaving Certificate subjects (including Maths F2/O6/H7 along with English or Irish O6/H7) or a full QQI Level 5 or higher qualification.
- Mature applicants aged 21 years and with 3 years relevant retail work experience.
- International applicants must present the equivalent of a full Level 5 qualification or higher. Learners for whom English is not the first language must demonstrate proficiency in English. Applicants should achieve a minimum of a grade B2 in the Oxford English Test or equivalent in other recognized English Tests.
- *Recognition of Prior Learning will also be considered as part of entry requirements.*

## Recruitment

There is an annual intake for the Apprenticeship in Retail Supervision, with classroom delivery commencing in September and ending in May/June. Applications are taken all year around, simply contact Retail Ireland Skillnet and we will guide you through the process.

**The programme is delivered in two locations:**

**Dublin** - Retail Ireland Skillnet Griffith College City Education Centre 25 Wolfe Tone Street Dublin 1 D01 X9K7

**Galway** - Retail Ireland Skillnet Galway Business School Salthill Co. Galway H91 CDW4

## Application Process

Applications to enrol on the Apprenticeship in Retail Supervision must be submitted by retail employers. Applications cannot be accepted directly from individuals interested in enrolling on the programme. All apprentices must be sponsored by a retail for the duration of the two-year programme.

### Apprentices

Individuals interested in enrolling on this programme must be employed in retail or have a retailer's commitment to sponsor them whilst completing the two-year programme. To find out more information, complete the Apprentices Register Your Interest Form on the website, thereafter a member of the Retail Ireland Skillnet team will be in touch.

### Retailers

To find out more information on what is required of you as an employer or to register an employee on the Apprenticeship programme, complete the Application Form on the website or email [retailapprenticeship@ibec.ie](mailto:retailapprenticeship@ibec.ie) or call us on 0749176853.

**Apprenticeship  
in Retail Supervision**

