



The Training and Skills Commission

# Wholesale Trade

South Australia's **Industry  
Priority Qualifications 2018**

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As new technologies and the demands of international markets lead to rapidly **changing skills needs**, it is vital to have up-to-date information identifying which **skills** are a **priority in each industry**.



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# Foreword

The Training and Skills Commission is pleased to present this report on South Australia's industry priority qualifications. This report is the culmination of extensive industry consultation, which has resulted in a unique and valuable insight into industry's prioritisation of vocational qualifications.

The level of engagement has exceeded the Commission's expectations, and has, in no uncertain terms, contributed significantly to the quality and credibility of the findings of this report.

As new technologies and the demands of international markets lead to rapidly changing skills needs, it is vital to have up-to-date information identifying which skills are a priority in each industry. The Commission is committed to filling this need by providing high quality skills and workforce development advice.

The information in this report helps ensure the vocational training system is responsive to industry needs, and that government investment in skills and training is directed to where industry needs it most.

On behalf of the Commission, I extend a sincere thank you to all those who contributed to this report, from industry associations to individual businesses and to each and every respondent to our survey. Your commitment to getting this information right is commendable, and the expertise you bring is greatly appreciated.

It is the Commission's intent that this report contributes to shaping the significant government investment in skilling our state's workforce.



**Michael Boyce**

Chair

Training and Skills Commission

## About the IPQ

The Industry Priority Qualification (IPQ) report outlines the prioritisation of vocational qualifications and skill sets for each industry. It draws on a survey conducted by the Training and Skills Commission in July 2018, as well as feedback from workshops held with each industry.

The survey aimed to collect as many responses as possible from each industry, and to achieve a representative sample of small, medium and large employers, as well as organisation types. Following the survey, feedback and moderation of the responses was collected from senior industry representatives.

This report is intended to inform the state government about industry's vocational qualification priorities, and to help guide the government's substantial investment in skills and training.

- The first IPQ survey was conducted in 2015 and received 850 responses.
- The 2018 survey collected 1,306 responses from 19 industry sectors.
- Feedback on the survey results was collected from industry representatives.
- The findings inform the Government's investment in skills and workforce development.
- The survey included all current training package qualifications and skill sets, and all current accredited courses that were available on the national register, [training.gov.au](http://training.gov.au) in April 2018.
- The full IPQ data can be found at [tasc.sa.gov.au/IPQ](http://tasc.sa.gov.au/IPQ)



## Key findings

- Priority qualifications for the Wholesale Trade industry belong to two training packages:
  - Business Services (BSB)
  - Retail Services (SIR).
- All qualifications rated as essential are from the Retail Services training package.
- No accredited courses were identified as a priority by the Wholesale Trade sector.
- Most priority qualifications for the Wholesale Trade industry are at the certificate III or IV level.
- Certificate III level qualifications tended to rank higher than certificate IVs.
- The Wholesale Trade industry prioritised upskilling qualifications over entry level qualifications.



## Industry priority qualifications

The Wholesale Trade industry contributes around 22,000 jobs in South Australia, or 2.9 per cent of the state's workforce. It includes businesses that engage in buying and then selling of goods, without significant transformation, to other businesses.

Just over a third of the sector's workforce hold a vocational qualification, compared to around 15 per cent who have a higher education qualification<sup>1</sup>. Just under half of the workforce do not have a post-school qualification.

### Summary of survey responses

The industry priority qualifications (IPQ) survey received 32 responses from the Wholesale Trade industry, representing 2.5 per cent of total survey responses. Twelve respondents identified as small employers (1-19 employees), two as medium (20-199 employees) and a further four as large employers (200+ employees)<sup>2</sup>.

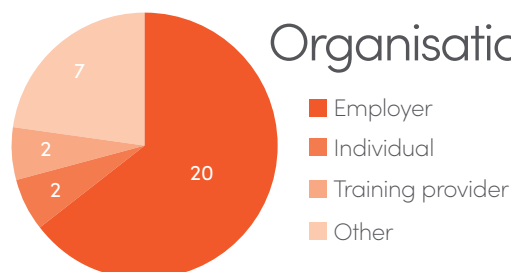
Total  
**32**



### Employer size



### Organisation



<sup>1</sup> | Australian Bureau of Statistics 2018, *Census 2016*

<sup>2</sup> | Employer size includes responses from respondents who identified as an organisation type other than employer.

## Priority qualifications

Industry priority qualifications are grouped into four levels of priority, based on the survey results and industry workshops.

- Essential
- High
- Medium
- Low

Table 1 outlines the priority qualifications for the Wholesale Trade industry<sup>3</sup>.

Compared to other sectors, the Wholesale Trade industry has a relatively short list of priority qualifications. This reflects the narrower focus of skills needs in the sector, compared to Manufacturing for example, where there are more than 100 different sub-sectors and many different occupations creating a broad range of skills needs.

Table 1: **Qualifications by priority level**

Essential	
SIR30316	Certificate III in Business to Business Sales
SIR30216	Certificate III in Retail
SIR40316	Certificate IV in Retail Management
High	
SIR20216	Certificate II in Retail Services
BSB30115	Certificate III in Business
BSB30415	Certificate III in Business Administration
SIRSS00016	Ecommerce Management
Medium	
BSB10115	Certificate I in Business
BSB20215	Certificate II in Customer Engagement
BSB41715	Certificate IV in Recordkeeping
SIR50116	Diploma of Retail Leadership
SIR50217	Diploma of Visual Merchandising
BSBSS00087	Small Business Growth Skill Set

<sup>3</sup> | Low priority qualifications are not included in this report, for the full data visit [tasc.sa.gov.au/IPQ](https://tasc.sa.gov.au/IPQ)

## Qualifications by training package

Priority qualifications for the Wholesale Trade industry belong to two training packages:

- Business Services (BSB)
- Retail Services (SIR)

There is an equal share of qualifications from each training package, although all qualifications rated as essential are from the Retail Services (SIR) training package.

Figure 1: **Qualifications and skill sets by priority level and training package**

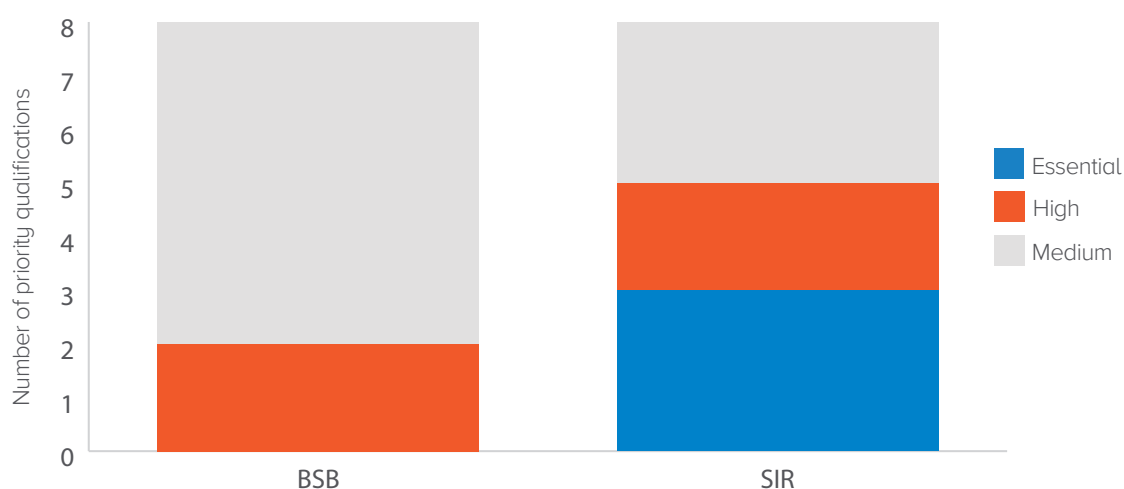
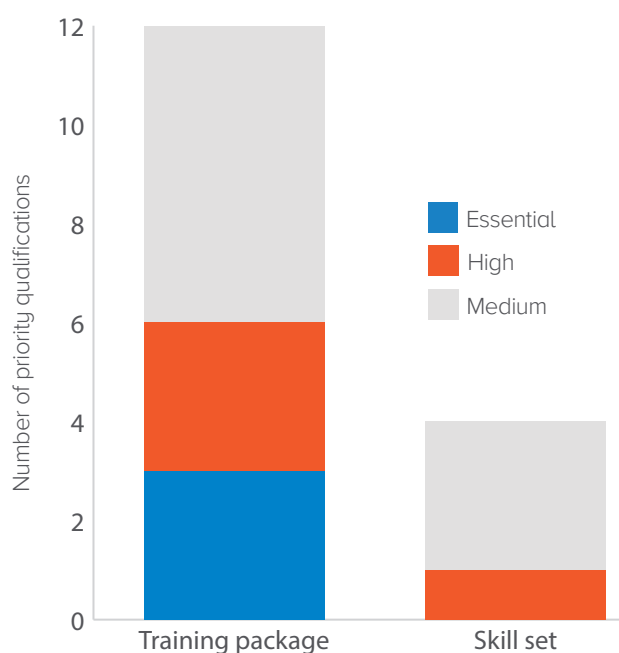


Figure 2: **Qualification type by priority level**



## Qualification types

Twelve priority qualifications are from training packages, while the four remaining priorities are all skill sets. No accredited courses were identified as a priority within the top three priority levels.

## Qualification levels

Most priority qualifications for the Wholesale Trade industry are at the certificate III or IV level, with an equal share of priority qualifications going to certificates III and IV. There was just one certificate II and one diploma identified as a priority within the top three priority levels.

Certificate III level qualifications tended to rank higher in the priority ordering compared to certificate IV, with only one certificate IV rated as either an essential or high priority, in comparison to four certificate IIIs.



Figure 3: **Qualification level: essential, high & medium priority**

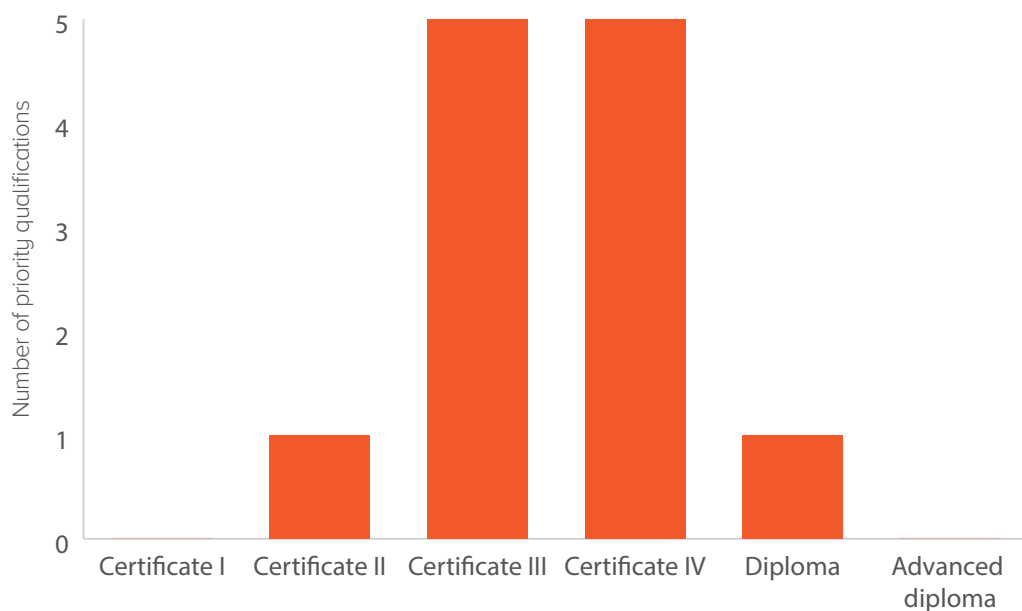
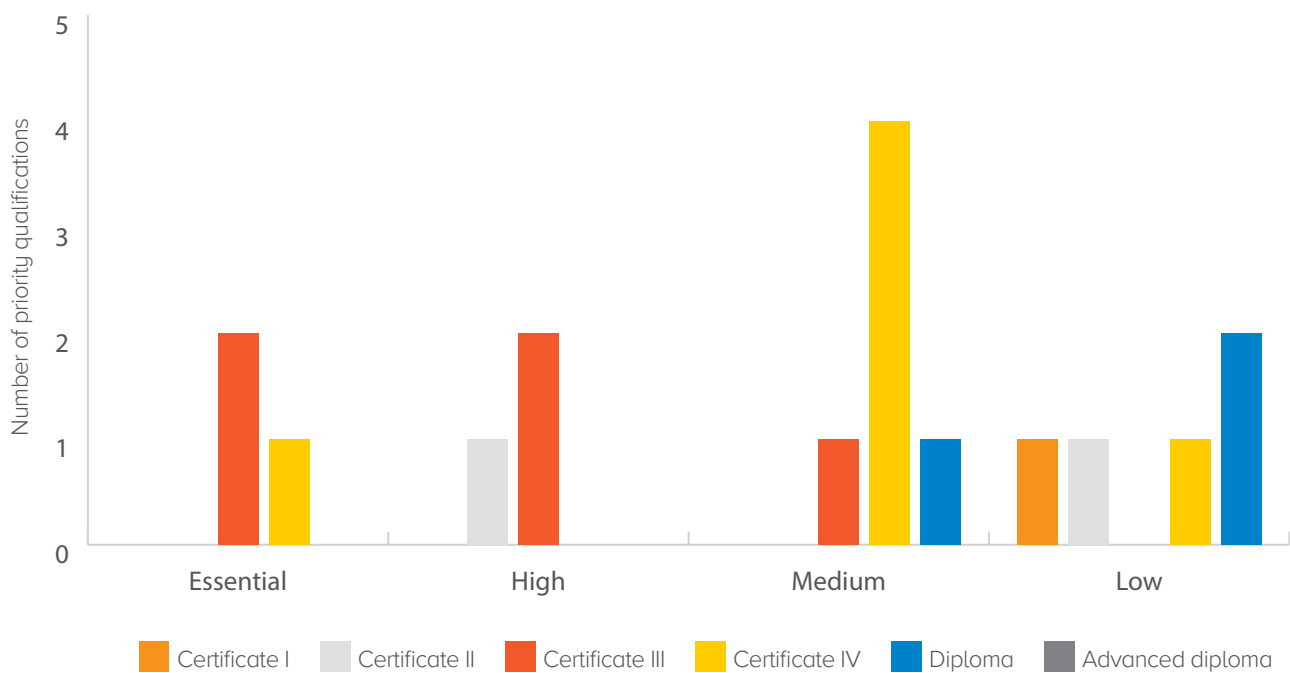


Figure 4: **Qualification level by priority ranking**



## Qualification use

Qualifications can be undertaken for a variety of purposes. A student might complete a qualification to gain entry into an occupation, such as a salesperson completing their Certificate III in Business, while others may need to complete a pathway qualification such as the Certificate I in Retail Sales, to prepare for taking on a higher-level qualification, such as the Certificate III in Business.

Table 2 reveals industry's views on what priority qualifications are typically used for, out of three possible categories:

1. a pathway to an entry level qualification
2. an entry level qualification or basic requirement for a job
3. for upskilling.

No pathway qualifications were identified as a priority, while industry prioritised a similar share of entry level and upskilling qualifications. Five qualifications were identified as a basic requirement for a job, while seven qualifications were identified as being required for upskilling. Upskilling qualifications tended to be certificate IV or higher.

All qualifications rated as an essential priority are for upskilling, while all qualifications rated as a high priority are classed as entry level.

Table 2: **Qualification use**

Entry level or basic requirement for a job	
SIR20216	Certificate II in Retail Services
BSB30415	Certificate III in Business Administration
BSB30115	Certificate III in Business
BSB30715	Certificate III in Work Health and Safety
BSB42015	Certificate IV in Leadership and Management
Upskilling	
SIR30316	Certificate III in Business to Business Sales
SIR30216	Certificate III in Retail
SIR40316	Certificate IV in Retail Management
BSB40515	Certificate IV in Business Administration
BSB40215	Certificate IV in Business
BSB40615	Certificate IV in Business Sales
SIR50317	Diploma of Retail Merchandise Management



The information in this report helps ensure the vocational training system is responsive to industry needs, and that government investment in **skills and training** is directed to where **industry needs it most.**



## Contributors

Thank you to all stakeholders that contributed to shaping the Industry Priority Qualifications report.

Adelaide Community Health Alliance  
AFL SportsReady  
Aged Care Industry Association  
Agribusiness SA  
AI Group  
Air Conditioning Mechanical Contractors Association  
Arts Industry Council of SA  
ATEC Group Training  
Australian Childcare Alliance SA  
Australian Council for Private Education and Training  
Australian Education Union (SA)  
Australian Funeral Directors Association  
Australian Hotels Association SA  
Australian Manufacturing Workers' Union  
Australian Nursing and Midwifery Federation  
Australian Steel Institute  
Australian Veterinary Association  
Australian Workers Union  
Business SA  
Communications Electrical Plumbing Union  
Community Accommodation and Respite Agency  
Community Centres SA  
Construction Industry Training Board  
Defence Teaming Centre  
Department for Correctional Services  
Energy Skills SA  
Engineers Australia  
Food and Beverage Fund SA  
Grain Producers SA  
Health Services Union  
Helping Hand Aged Care  
Housing Industry Association  
Independent Education Union of South Australia  
Livestock SA  
Master Builders SA  
Master Plumbers Association  
Maxima  
Minda  
Motor Trades Association  
Murraylands Training and Employment Association

National Disability Services  
National Electrical & Communications Association  
Northern Adelaide State Secondary Schools Alliance  
PEER  
Primary Industry Skills Council SA  
Property Council of Australia (SA)  
Public Service Association of SA  
Real Estate Employers Federation SA  
Real Estate Institute of South Australia  
Resources and Engineering Skills Alliance  
Restaurant & Catering SA  
SA Aquaculture Council  
SA Country Fire Service  
SA Dairy Farmers Association  
SA Health  
SA Road Transport Association  
SA Wine Industry Association  
SAPOL  
Service Skills SA  
Shelter SA  
Shop Distributive and Allied Employees  
South Australian Chamber of Mines and Energy  
South Australian Independent Retailers  
Sport SA  
Statewide Group Training  
Taxi Council  
Trainee and Apprentice Placement Service  
Transport Distribution Training SA  
Transport Workers Union  
United Voice  
Volunteering SA and NT  
Waste Management Association  
Wildcats Fisheries SA  
Youth Affairs Council of SA

For further information about industry employment, skills and workforce development please visit the Commission's website [tasc.sa.gov.au](http://tasc.sa.gov.au) to find the following resources:

- Economic Outlook
- Industry Profiles
- Regional Profiles