

PREREQUISITES

Basic computer skills

TEACHING OBJECTIVE

TQdigital supports you in entering the e-commerce profession. Commerce and gives you the chance of a more highly qualified job. Manageable learning phases thanks to the subject-specific orientation of the individual modules, enable flexible learning.

TARGET GROUP

Jobseekers and employees who are looking for a qualification in the e-commerce clerk profession.

LEARNING METHOD

Experienced trainers convey the learning content via our virtual classroom and provide support for independent learning. Our participants learn either from home or in our training rooms on site. Our digital coaches will support you.

PROMOTION

Eligible for funding through an educational credit certificate, the German federal and state pension insurance schemes and the Qualification Opportunities Act.



CONTACT

BBQ Bildung und Berufliche Qualifizierung gGmbH

Ines Eisemann

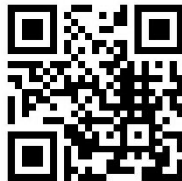
Mobile 0172 1890144

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DATES AND LOCATION

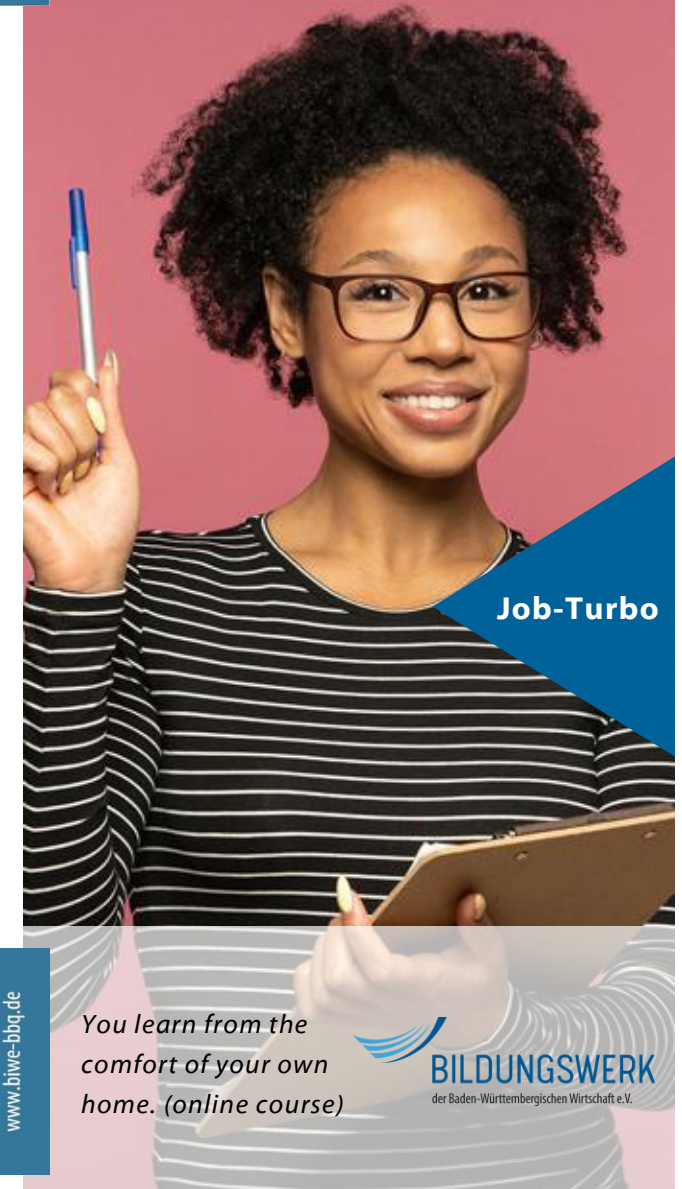
On request or at

<https://www.biwe-bbq.de/jobturbo>



Teilqualifizierungen

E-COMMERCE CLERK (M/F/D) – TQDIGITAL



Job-Turbo

www.biwe-bbq.de

*You learn from the
comfort of your own
home. (online course)*

 **BILDUNGSWERK**
der Baden-Württembergischen Wirtschaft e.V.



E-COMMERCE CLERK (M/F/D) – TQDIGITAL

The TQdigital e-commerce clerk is aimed at employees and jobseekers who want to gain further qualifications and/or are seeking a recognised vocational qualification. Each module is self-contained and can be continued after each module, but is not compulsory. If the skills assessment is successful. After each module, you will receive a certificate including a competence assessment result that is recognised nationwide.

CONTENTS

Module 1: Merchandise management and online sales

- **Contents:** Selecting and using online sales channels, helping to design the range of goods and services and managing them online, supporting procurement
- **Duration:** 21 weeks, including 3 days/week in the company

Module 2: Customer communication in online retail

- **Contents:** Organising customer communication, communication and cooperation, using commercial management and control; Structure of e-commerce
- **Duration:** 22 weeks of which 3 days/week in the company

Module 3: Online marketing

- **Contents:** Co-designing the range of goods and services and managing them online, developing and implementing online marketing, presenting the company
- **Duration:** 22 weeks, including 3 days/week in the company

Module 4: Commercial management and control in online trading

- **Contents:** Using commercial management and control, structure and organisation of the training company, selecting and using online sales channels
- **Duration:** 22 weeks of which 3 days/week in the company

Module 5: Project-orientated work in online retail

- **Contents:** Co-designing the range of goods and services and managing them online project-orientated working methods, communication and cooperation
- **Duration:** 22 weeks of which 3 days/week in the company

BENEFITS

After successfully completing all modules, you can register for the external examination at the relevant Chamber of Industry and Commerce. We will support you in this process.

TYPE OF DEGREE

Nationwide recognised certificate

DURATION

560 teaching units of 45 minutes per module + practical training

We will be happy to advise you on the funding options.