

Title	Replenish non-perishable grocery items in a grocery outlet		
Level	2	Credits	10

Purpose	<p>This unit standard is for people who are learning to be grocery assistants in a grocery outlet.</p> <p>People credited with this unit standard are able to: demonstrate knowledge of stock management of non-perishable grocery items; and replenish non-perishable grocery items in a grocery outlet.</p>
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Classification	Retail, Distribution, and Sales > Retail and Distribution Core Skills
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Available grade	Achieved
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Guidance Information

- 1 Definitions

Non-perishable grocery items – canned, bottled, packaged, or hardware items.

Workplace procedures refer to applicable procedures found in the following: workplace performance guidelines and standards; manufacturer’s procedures and specifications; Government and local body legislation.
- 2 Legislation relevant to this unit standard includes but is not limited to: Consumer Guarantees Act 1993, Fair Trading Act 1986, Food Act 2014, Food Hygiene Regulations 1974, Hazardous Substances and New Organisms Act 1996, Health and Safety at Work Act 2015, Health and Safety in Employment Regulations 1995, Sale and Supply of Alcohol Act 2012, Smoke-free Environment Regulations 2007, Weights and Measures Act 1987.
- 3 Candidates will be expected to comply with any company requirements related to stocking rates.
- 4 Evidence for the practical components of this unit standard must either be gathered in the workplace or in a simulated situation that reflects a realistic workplace environment.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of stock management of non-perishable grocery items.

Performance criteria

- 1.1 Store layout for non-perishable grocery items is described in terms of product placement and display.
- 1.2 Types of non-perishable grocery items are described in terms of the main categories.
- Range evidence is required for five different non-perishable categories.
- 1.3 Stock movement is identified and described in terms of fast and slow selling items.
- 1.4 Process for ticketing grocery items is described in terms of purpose and method.
- 1.5 Process of presenting grocery items for sale is described in terms of shelf presentation and quality control.

Outcome 2

Replenish non-perishable grocery items in a grocery outlet.

Performance criteria

- 2.1 Health and safety considerations related to replenishing non-perishable grocery items are identified and described in terms of their impact on the job role.
- Range health and safety considerations include but are not limited to – lifting techniques, spills, emergencies, cutting techniques, handling hazardous items, machinery use, storage, loads, ladder use.
- 2.2 Stock levels are maintained in accordance with workplace procedures.
- 2.3 Stock is rotated in accordance with workplace procedures.
- 2.4 Stock items are lifted or packed safely in accordance with workplace procedures.
- Range may include but is not limited to – operating lifting machinery, operating packaging machinery, manual lifting, manual packing; evidence of one method of lifting and one method of packing is required.

- 2.5 Stock is unpacked and waste disposed of in accordance with workplace procedures.
- 2.6 Grocery items are presented on shelves and ticketed in accordance with workplace procedures.
- 2.7 Product recalls are actioned in accordance with workplace procedures.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 December 2013	31 December 2024
Revision	2	19 February 2015	31 December 2024
Review	3	8 December 2016	31 December 2024
Review	4	2 March 2023	N/A

Consent and Moderation Requirements (CMR) reference	0112
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.