

# Wholesaler

ANZSCO: 133312

Group B

## About this document

- The following Information Sheet is for your reference only and should be used as a guide to assist with your Skills Assessment application to VETASSESS. This information is subject to change.
- Please note that a Skills Assessment of the qualification involves assessment of both the qualification level and content. Qualifications are assessed according to the guidelines published by the Australian Government Department of Education.
- The employment assessment involves determining the skill level and relevance of the tasks undertaken.
- Integrity checks may be conducted to verify the qualification and employment claims made in an application.

## Job description

A Wholesaler plans, organises, directs, controls and coordinates the operations of a wholesale trading establishment.

## Occupations considered suitable under this ANZSCO code:

- Wholesale Business Owner

## Occupations not considered under this ANZSCO code:












- Importer or Exporter
- Supply, Distribution and Procurement Managers
- Logistics Manager
- Sales and Marketing Manager

These occupations are classified elsewhere in ANZSCO or are not at the required skill level.

## Wholesaler is a VETASSESS Group B occupation

This occupation requires a qualification assessed as comparable to the educational level of an Australian Qualifications Framework (AQF) Bachelor degree or higher.

Applicants must have fulfilled at least one of the following four criteria (1–4):

GROUP B	Criteria for a positive Skills Assessment				
	Minimum comparable Bachelor or higher degree AQF level***	With highly relevant major field of study	Additional highly relevant qualifications*	Highly relevant employment duration**	
1	 + 	N/A	+ 	1 YEAR minimum	
2	 + No highly relevant major	+ 	Minimum AQF Diploma level with highly relevant major	+ 	2 YEARS minimum
3	 + No highly relevant major	+ No additional highly relevant qualifications	+ 	3 YEARS minimum	
Pre-qualification methodology can apply to Group B occupations					
	Highly relevant employment duration**	With or without highly relevant major field of study	Additional highly relevant qualifications*	Comparable Bachelor degree AQF level	
4	 + 	+ N/A	+ N/A	+ 	
	Within last 5 years				

\* Additional qualifications in a highly relevant field of study include those comparable to the following levels:

- > AQF Diploma
- > AQF Advanced Diploma
- > AQF Associate Degree or
- > AQF Graduate Diploma

\*\*\* Bachelor degree or higher degree includes:

- > AQF Master Degree or
- > AQF Doctoral Degree

\*\* Highly relevant paid employment duration (20 hours or more per week)

- > 1–3 minimum years of employment highly relevant to the nominated occupation, completed at an appropriate skill level in the five years before the date of application for a Skills Assessment.
- > minimum 6 years of relevant employment required – five years of relevant employment (can be outside the last 5-year period) in addition to at least one year of highly relevant employment within the last five years before applying.

\*If employment is prior to the completion of the qualification at the required level, an applicant must have at least one year of highly relevant employment at an appropriate skill level within the last five years. The remaining five years of pre-qualifying period may be within the last ten years.

A positive assessment of both qualification level and employment duration is required for a positive Skills Assessment outcome.

## Qualification

\*This includes qualifications assessed at AQF Bachelor, Master and Doctoral level.

Highly relevant major fields of study include:

- Business Administration
- Logistics and Supply Chain Management

## Employment

Highly relevant tasks include:

- Developing and implementing business plans, and marketing, operating, human resource, pricing and credit policies and procedures.
- Determining the mix of products and services to be provided and negotiating conditions of trade.
- Researching regulatory and statutory requirements affecting the wholesaling and distribution of goods.
- Monitoring business performance and preparing estimates, financial statements and reports of operations.
- Identifying local and overseas business opportunities.
- Overseeing the display and sale of merchandise and preparation of product information for customer service staff and customers.
- Implementing after-sales service procedures.
- Liaising with local and overseas suppliers and distributors about orders and products.

## Employment information

Wholesale businesses buy goods in large quantities directly from manufacturers or distributors, and resell them to other businesses. As Wholesaler is a managerial occupation, applicants are expected to have overall control of the operations of the company. Employment in retail stores is not accepted for this occupation.

## Supporting material for assessment

Applicants nominating this managerial occupation must submit an organisational chart. An organisational chart should include:

- The company letterhead,
- Your job position,
- The job position of your superiors and subordinates, as well as,
- All positions reporting to your immediate supervisor and to your direct subordinates.

If you are unable to obtain an organisational chart from your employer, please provide a statutory declaration outlining the required information and the reasons why this information cannot be provided.

