



ROWLAND UNIFIED SCHOOL DISTRICT
Family & Consumer Sciences
Fashion Training Plan

Intern Name: _____

Internship Site: _____

Contact Person: _____ Phone: _____

Industry Site Supervisor: _____ Phone: _____

Department: _____

Please indicate afternoon hours available to have an intern placed at your site.

Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Hours							

Career experience/activities that can be supported at the internship site

Salesmanship

- | | |
|---|--|
| <input type="checkbox"/> Wait on a customer | <input type="checkbox"/> Assist customers in selecting merchandise |
| <input type="checkbox"/> Ring up sales | <input type="checkbox"/> Recommend accessories and other related merchandise |
| <input type="checkbox"/> Greet customers and offer assistance | |

Store Display

- | | |
|---|--|
| <input type="checkbox"/> Assist in setting up window displays | <input type="checkbox"/> Rack clothes |
| <input type="checkbox"/> Assist in setting up wall displays | <input type="checkbox"/> Mark down merchandise |

Financial Transaction

- | | |
|--|--|
| <input type="checkbox"/> Process credit cards | <input type="checkbox"/> Process sales, exchanges, returns |
| <input type="checkbox"/> Process checks and money orders | <input type="checkbox"/> Balance a cash drawer |

Job of a Buyer

- Shadow a buyer

Customer Service

- Handle telephone etiquette

Other

- _____

Special Needs (i.e., attire, equipment and experience): _____

 Industry Site Supervisor Signature

 Intern Signature