

**1. TITLE OF THE CERTIFICATE (HU)**

33 341 03 0010 33 02 Épületgépészeti anyag- és alkatrész-kereskedő

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Building construction materials, accessories and fittings salesman
(THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES**A typical holder of the certificate is able to:**

- serve the customers professionally;
- participate in managing the site, organising work, day-to-day site operation, quality assurance and in ensuring smooth-flowing trade activity;
- contribute to defining the range of building engineering materials and fittings to be kept in stock, creating product choice, consumer price setting;
- participate in ensuring that stock levels are continuously maintained and stock is professionally housed;
- assist in developing the site's image;
- participate in negotiation with partners and in concluding trade agreements;
- participate in developing marketing strategy, offering products, boosting buying appetite;
- applying financial and accounting regulations, performing prescribed administrative operations (issuing of invoices/slips, cash handling, inventory-taking);
- ensure the merchandise, furnishings and fittings entrusted to his/her care as well as the shopfloor are kept in good condition;
- handle buyer complaint management;
- inform customers adequately, professionally and politely;
- observe the accident, the work safety, the fire prevention, the environmental protection and the quality control rules and ensure that the hygiene requirements are met and cause others to respect them;
- ensure the fostering of internal and external PR relations.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

5119 Other occupations in trade

(*) Explanatory notes:

This document is designed to provide additional information about the specified certificate and does not serve as a legal certificate of vocational qualification. The format of the description is based on the following documents:

Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information on transparency is available at: <http://europass.cedefop.europa.eu/>

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5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the institute issuing the certificate	Name and status of the national/regional authority providing accreditation/recognition of the certificate In the case of vocational qualifications belonging to the competence of the Ministry of Social Affairs and Labour (SZMM), a vocational qualification-related independent professional committee commissioned by the SZMM	
Level of the certificate (national or international) Level of vocational qualification according to the National Qualification Register: 33 Intermediate vocational qualification entitling the holder to fill positions requiring physical work, which is based on the input competence determined in the vocational and examination requirements or on the school qualification certified with the completion of the tenth grade. ISCED97 code: 3CV	Grading scale / Pass requirements The average of the percentage of the performance achieved per examination part, taking into consideration the vocational and examination requirements, expressed as a grade: 81-100% excellent (5) 71-80% good (4) 61-70% satisfactory (3) 51-60% pass (2) 0-50% fail (1)	
	The code and name of the vocational requirement module, and the result achieved in the examination part associated with the requirement module expressed in %:	
Certificate number: PT K Serial number: 123456	0001-06 Establishing, operating, reorganising and terminating a business	100%
	0002-06 Marketing activity	100%
	0003-06 Planning, managing and analysing trade activity	100%
	0004-06 Carrying out commercial activity	100%
	0005-06 Regular operation of the retail unit	100%
	0126-06 Trade in building engineering materials and fittings	100%
0127-06 Trade in mechanical engineering materials and fittings	100%	
Certificate issue date: 2021.06.18	The performance of the examinee achieved at the vocational examination expressed in %:	100%
	The performance of the examinee achieved at the vocational examination expressed as a grade:	5
Access to next level of education/training To secondary education	International agreements	
Other information concerning the vocational training process		
Legal basis Act LXXVI of 1993 on Vocational Training, Regulation no. 21/2007. (V. 21.) SZMM.		

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Description of vocational education and training received	Percentage of total programme %	Duration (hours/weeks/months/years)
School-/training centre-based	Theory: 60 % Practice: 40 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2000 hours
<p>Entry requirements: The course can be undertaken in possession of the competences defined for the commerce-marketing and business administration vocational group; Or School qualification certified by completion of the tenth grade; Medical fitness examination.</p> <p>This certificate supplement was prepared on the basis of the instruction for filling in the Certificate Supplement published on the homepages of the National Reference Point and the National Europass Centre.</p> <p>National Reference Point – NSZFH – http://nrk.nive.hu</p>		
Head of Examination Organiser: Issue date: 2021.06.18		SEAL