

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

33 811 04 1000 00 00 Vendéglátó eladó

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Catering salesperson

(THIS TRANSLATION HAS NO LEGAL STATUS)

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

- use IT and telecommunications equipment;
- maintain personal contact with patrons;
- perform procurement, production, sales and inventory activities within the catering unit;
- maintain adequate inventories;
- receiving and issuing products, keeping track of bar inventory;
- perform the settlement of accounts;
- maintain standard administration;
- monitor invoicing and the adherence to rules of documentation;
- ensure compliance with fire and property protection and occupational health and safety requirements, and the conditions of operation in line with statutory requirements;
- ensure compliance with hygiene rules;
- elaborate and comply with HACCP rules;
- comply with requirements of the National Public Health and Medical Officer Service;
- apply kitchen technologies;
- perform finishing operations of cold kitchen products;
- perform finishing operations of confectionery products;
- portion and serve food for dine-in and take-away options;
- proficiently handle machinery.

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

5123 Wait staff, catering industry vendor (e.g. waiter, bartender)

(*) 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 Ministry for National Economy	
Level of the certificate (national or international) Level of vocational qualification according to the National Qualification Register: 31 Intermediate vocational qualification entitling the holder to fill positions requiring physical work, which is based on the input theoretical and practical knowledge elements determined in the vocational and examination requirements (hereinafter: input competence) or on the basic school qualification certified with the completion of the eighth 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	6273-11 Business management in catering and hospitality 6274-11 Introduction to catering and hospitality 6275-11 Professional communication in a foreign language 6284-11 Tasks of a fast-food restaurant sales person 6285-11 Sales activities of a catering salesperson	100% 100% 100% 100% 100%
Certificate issue date: 2015.01.15	The performance of the examinee achieved at the vocational examination expressed in %: The performance of the examinee achieved at the vocational examination expressed as a grade:	100% 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, Professional and examination requirements as specified in Decree No. 32/2011 (VIII. 25.) NGM of the Minister for National Economy.		

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: 30 % Practice: 70 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2300 hours
Entry requirements: Elementary school qualification certified by completion of the tenth grade, or the eighth grade in case of students participating in vocational courses held within vocational training. 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. National Reference Point – NSZFH – http://nrk.nive.hu		
Head of Examination Organiser: Issue date: 2015.01.15		SEAL