

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

33 7862 04 VAS- ÉS MŰSZAKI KERESKEDŐ

**2. TRANSLATED TITLE OF THE CERTIFICATE (EN)**IRONWARE AND TECHNICAL ITEMS TRADER  
(THIS TRANSLATION HAS NO LEGAL STATUS)**3. PROFILE OF SKILLS AND COMPETENCES****A typical holder of the certificate is able to:**

- participate in:
  - = ensuring undisturbed trading,
  - = the smooth operation of the shop,
  - = setting up the shop's selection and influence the selection of goods,
  - = the continuous provision for the shop's or outlet's stock of goods and the professional display thereof,
  - = the creation of the shop's image,
  - = the promotion of goods and enhancement of willingness to purchase them,
  - = if necessary, in the provision of professional information to customers and serving them in a foreign language using simple expressions,
  - = the safe and professional operation of machines and equipment,
  - = providing information on the features and areas of application of goods offered for sales,
  - = the application of the units of measurements and parameters belonging to the various products,
  - = the protection of consumers' interest,
  - = the performance of prescribed administrative tasks (documentation, invoicing, cash management, stock taking)
- verify:
  - = the existence of the optimal stock of goods; the aesthetic display of the goods,
  - = the compliance with sell by dates and quality requirements,
  - = the existence of documents and informational materials - prescribed by law - related to the sale of goods.
- guarantee:
  - = the proper condition of the goods, furniture and fittings placed under his/her care and of the sales floor
  - = the management of customer complaints and objections,
  - = the appropriate, professional and polite handling of customer enquiries.

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

5111 Ironware and technical goods retailer  
5112 Sales person  
4212 Supermarket cashier  
5113 Market, street or fairs vendor  
5114 Shipment manager  
5115 Purchaser; receiving outlet operator  
5392 Rental shop assistant

**(\*) 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

<p><b>Name and status of the institute issuing the certificate</b></p>	<p><b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b></p> <p>In the case of vocational qualifications belonging to the competence of the Ministry of Education (ME), a vocational qualification-related independent professional committee commissioned by the ME</p>																								
<p><b>Level of the certificate (national or international)</b></p> <p><b>Level of vocational qualification according to the National Qualification Register:</b> 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.</p> <p><b>ISCED97 code:</b> 3CV</p>	<p><b>Grading scale / Pass requirements</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Five -grade:</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 75%;">excellent</td> </tr> <tr> <td></td> <td style="text-align: center;">4</td> <td>good</td> </tr> <tr> <td></td> <td style="text-align: center;">3</td> <td>satisfactory</td> </tr> <tr> <td></td> <td style="text-align: center;">2</td> <td>pass</td> </tr> <tr> <td></td> <td style="text-align: center;">1</td> <td>fail</td> </tr> </table> <p>Vocational qualification examination after the completion of vocational training</p> <p>Parts of the examination: - Vocational theory - Vocational practice</p> <p>A successful vocational qualification examination requires a pass grade both in vocational theory and practice.</p>	Five -grade:	5	excellent		4	good		3	satisfactory		2	pass		1	fail									
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<p><b>Certificate number:</b> PT K</p> <p><b>Serial number:</b> 123456</p> <p><b>Certificate issue date:</b> 2023.09.14</p>	<p><b>Description of vocational theoretical and practical subjects and their grades according to the five-grade scale</b></p> <p><b>1. Grades of vocational theoretical examination subjects</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Topics/subjects of written examination</td> </tr> <tr> <td style="width: 80%;">Commercial and Entrepreneurial Skills</td> <td style="width: 20%; text-align: center;">5</td> </tr> <tr> <td>Grade of Written Examination</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="2">Topics/subjects of oral examination</td> </tr> <tr> <td>Commercial and Entrepreneurial Skills</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Knowledge of Ironware and Technical Goods</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Professional foreign language</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Theory</td> <td style="text-align: center;">5</td> </tr> </table> <p><b>2. Assessment of vocational practical preparedness</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Subjects of practical examination</td> </tr> <tr> <td>Sales Work</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Shop Administration, Technical Tasks</td> <td style="text-align: center;">5</td> </tr> <tr> <td>Grade of Vocational Practice</td> <td style="text-align: center;">5</td> </tr> </table>	Topics/subjects of written examination		Commercial and Entrepreneurial Skills	5	Grade of Written Examination	5	Topics/subjects of oral examination		Commercial and Entrepreneurial Skills	5	Knowledge of Ironware and Technical Goods	5	Professional foreign language	5	Grade of Vocational Theory	5	Subjects of practical examination		Sales Work	5	Shop Administration, Technical Tasks	5	Grade of Vocational Practice	5
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<p><b>Access to next level of education/training</b></p> <p>To secondary education</p>	<p><b>International agreements</b></p>																								
<p><b>Other information concerning the vocational training process</b></p>																									
<p><b>Legal basis</b></p> <p>Act LXXVI of 1993 on vocational training, Decree 27/2001 (VII. 27.) OM of the Minister of Education on the amendment of Decree 7/1993 (XII. 30.) MüM of the Minister of Labour on the National Qualifications Register, Decree 26/2001 (VII. 27.) OM of the Minister of Education on the general rules and rules of procedure of vocational examinations, Decree no. 50/1999. (IX.10.) GM of the Minister of Economic Affairs on the amendment of Decree no. 5/1997. (III.5.) IKIM of the Minister of Industry, Trade and Tourism on qualifications required for performing specific industrial, commercial and tourism related activities, Decree 20/1996. (III.28.) of the Minister of Industry and Trade (IKM) on vocational and examination requirements of ironware and technical goods retailer, Central program approved by the Minister of Labour (MüM) under approval number 2389/97. (III.23.).</p>																									

## 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: 40 % Practice: 60 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2 years

**Entry requirements:**

- Completion of the tenth year; passing the aptitude test

**Further information:**

**MANDATORY VOCATIONAL THEORETICAL SUBJECTS**

Commercial and Entrepreneurial Skills	100 hours
Knowledge of Ironware and Technical Goods	100 hours
Professional foreign language	100 hours
Decoration Skills	100 hours

**MANDATORY VOCATIONAL PRACTICAL SUBJECTS**

Commercial Practice	
School-Based Group Preparatory Practice	100 hours
Shop Practice	100 hours

**Further information (including the description of the national grading method):**

The basis of the grading system is a list of vocational and examination requirements compiled in accordance with uniform criteria and structure, issued in the form of legal regulation that includes the following:

- identification number and description of the vocational qualification as specified in OKJ and the relevant FEOR number,
- school and vocational prequalification required for the start of the training, aptitude and vocational competence requirements and prescribed practice,
- the most typical occupation or activity accessible to the holder of the vocational qualification certificate, the short job description, and the list of related vocational qualifications,
- the duration of the training required for the vocational qualification; maximum number of hours; the ratio of theoretical and practical training; the number of vocational training classes in the vocational training school; the duration of initial training period; the possibility of organising a grade examination assessing the efficiency of practical training,
- occupational requirements of vocational qualification,
- requirements pertaining to vocational examination.

The vocational and examination requirements will be classified by the occupational group committees of the National Qualification Register (OKJ) and by the National Council for Vocational Training, and subsequently they will be issued in the form of legal regulations.

Vocational and examination requirements are available at: <http://www.nive.hu>

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: 2023.09.14

**SEAL**