

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

33 7862 01 ÉLELMISZER- ÉS VEGYIÁRU-KERESKEDŐ

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

- During his or her work, a food and chemicals merchant performs the following tasks:
  - = procure food and chemicals from producers and distributors, and sell them to customers and distributors;
  - = based on his or her market information - concerning the products, goods, quality, price, global demand, quantitative and qualitative criteria of storing, as well as transportation - define the type, selection and quantity of goods to be procured;
  - = get information from ads, product descriptions, markets, fairs, expos, and personal relationships on procurement options, and choose the best source of procurement;
  - = negotiate with producers and distributors on their offer (type, quality, quantity, packaging, price of goods, payment terms, discounts, transportation conditions, costs, places, dates);
  - = order and accept the goods (based on their quantity and quality), and ensure their professional storage, and the payment of the invoice;
  - = set the sales price of the goods;
  - = perform advertisement;
  - = serve distributors or individual and public customers;
  - = if necessary, present and offer the goods, present their characteristics, and place in the selection, the methods of use, management, storage, maintenance, draw attention to additional goods, if any, and related services, measure and package the goods;
  - = manage claims, complaints and goods replacement;
  - = manage the cashier, perform cashier administration;
  - = keep registry on procurements and sales, record procured and sold goods;
  - = ensure maintenance, repair and eventual replacement of machines and devices used in commerce;
  - = ensure that the shop is clean and aesthetical
  - = supervise and support the work of the auxiliary staff

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

5111 Merchant  
5112 Sales person  
4212 Supermarket cashier  
3629 Other commercial, trade and sales administrator  
5113 Market, street and fair vendor  
5114 Shipment manager

**(\*) 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 colspan="2">Commercial and Entrepreneurial Skills</td> </tr> <tr> <td style="width: 85%;">Grade of Written Examination</td> <td style="width: 15%; text-align: center;">5</td> </tr> <tr> <td colspan="2">Topics/subjects of oral examination</td> </tr> <tr> <td colspan="2">Commercial and Entrepreneurial Skills</td> </tr> <tr> <td style="width: 85%;">Food and Chemical Product Know-How</td> <td style="width: 15%; text-align: center;">5</td> </tr> <tr> <td colspan="2">Professional foreign language</td> </tr> <tr> <td style="width: 85%;">Grade of Vocational Theory</td> <td style="width: 15%; text-align: center;">5</td> </tr> </table> <p><b>2. Assessment of vocational practical preparedness</b></p> <p>Subjects of practical examination</p> <p>Sales work (knowledge related to sales, application of knowledge related to goods, communication)</p> <p>Shop Administration, Technical Tasks</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 85%;">Grade of Vocational Practice</td> <td style="width: 15%; text-align: center;">5</td> </tr> </table>	Topics/subjects of written examination		Commercial and Entrepreneurial Skills		Grade of Written Examination	5	Topics/subjects of oral examination		Commercial and Entrepreneurial Skills		Food and Chemical Product Know-How	5	Professional foreign language		Grade of Vocational Theory	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, Central programme approved by the Minister of Education (OM) under approval number 2733/7/1995, Professional and examination requirements for food and chemicals merchants published with IKM Decree No. 18/1995 (VI.6.).</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		2700 hours

**Entry requirements:**

- Completion of the tenth grade
- professional fitness

**Further information:**

**MANDATORY VOCATIONAL THEORETICAL SUBJECTS**

Commercial and Entrepreneurial Skills	100 hours
Food and Chemical Product Know-How	100 hours
Professional foreign language	100 hours
Decoration Skills	100 hours

**MANDATORY VOCATIONAL PRACTICAL SUBJECTS**

Commercial Practice	
Sales knowledge, communication in a real shop	100 hours
Shop administration, technical tasks (computer based cashier management within a defined timeframe and within a limit of errors, packaging, measurement, labour protection in 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**