

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

35-811-02 Vendéglátó-üzletvezető

**2. TRANSLATED TITLE OF THE CERTIFICATE (EN)**

Catering unit manager

(THIS TRANSLATION HAS NO LEGAL STATUS)

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

- establish and operate a business;
- prepare a business plan;
- perform business analyses;
- management with financial responsibility;
- organise and manage the daily activities of the catering business;
- conduct market research, survey patrons' needs and determine the business selection;
- supervise activities in catering units;
- organise and implement the on-site and off-site events of the catering unit;
- comply with and enforce legal regulations on business operations;
- advertise the catering business and services;
- manage patron complaints;
- ensure the company's web presence.

**4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE**1332 Manager of a catering unit  
5131 Restaurateur**(\*) 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>Ministry for National Economy</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> 35 secondary vocational qualification add-ons, which are based on vocational qualifications requiring elementary school qualifications and may typically be obtained in formal education</p> <p><b>ISCED2011 code:</b> 3</p> <p><b>NQF level:</b></p> <p><b>EQF level:</b></p>	<p><b>Grading scale / Pass requirements</b></p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p>												
<p><b>Certificate number: PT K</b></p> <p>Serial number: 123456</p> <p><b>Certificate issue date: 2021.07.21</b></p>	<p><b>Results achieved at the examination and their proportion expressed in percentage in the complex mark</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Central written examination</td> <td style="width: 50%;">Perform and analyse economical calculations related catering business activities</td> <td style="width: 12.5%; text-align: center;">5</td> <td style="width: 12.5%; text-align: center;">30.00</td> </tr> <tr> <td>Practical examination</td> <td>Organise the daily work of the catering unit</td> <td style="text-align: center;">5</td> <td style="text-align: center;">70.00</td> </tr> <tr> <td colspan="2">Result achieved at the complex vocational examination, expressed in grades.</td> <td style="text-align: center;">5</td> <td></td> </tr> </table>	Central written examination	Perform and analyse economical calculations related catering business activities	5	30.00	Practical examination	Organise the daily work of the catering unit	5	70.00	Result achieved at the complex vocational examination, expressed in grades.		5	
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Result achieved at the complex vocational examination, expressed in grades.		5											
<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 CLXXXVII of 2011 on Vocational Training Professional and examination requirements established by decree no. 25 of 2014 (26 August) of the Minister for National Economy.</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: 50 % Practice: 50 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		1 year
<p><b>Entry requirements:</b></p> <ul style="list-style-type: none"><li>- Elementary education</li><li>- 34 811 01 Pastry chef, 34 811 04 Cook, 34 811 03 Waiter or 34 811 05 Catering salesperson qualifications</li></ul> <p><b>Vocational requirement modules:</b></p> <p>11303-12 Business management and marketing 10055-12 Catering business management</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><b>National Reference Point – NSZFH – <a href="http://nrk.nive.hu">http://nrk.nive.hu</a></b></p>		
Head of Examination Organiser: Issue date: 2021.07.21		<b>SEAL</b>