

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

34-811-03 Pincér

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Waiter

(THIS TRANSLATION HAS NO LEGAL STATUS)

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

- perform operative tasks;
- track the inventory of goods, participate in the professional acceptance of goods in terms of quality and quantity, the storage in compliance with requirements as well as documenting;
- prepare the work area and the guest area ready for opening;
- serve, welcome and seat guests as per protocol, describe the selection, recommend food and drinks and take orders;
- prepare the equipment needed for serving and serve the food and drinks selected by the guests in a professional manner;
- organise his/her work and monitor the quality, quantity and temperature of the food and drinks to serve;
- prepare bills;
- take the amount for the food and drinks consumed, manage the cash register, check as guests leave, settle accounts;
- complete the HAACP documentation;
- take orders in foreign languages;
- apply environmental regulations.

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

5132 Waiter

(*) 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>Name and status of the institute issuing the certificate</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Ministry for National Economy</p>																
<p>Level of the certificate (national or international)</p> <p>Level of vocational qualification according to the National Qualification Register: 34 secondary vocational qualifications, which are based on elementary school qualifications or the entry competences defined in the professional and examination requirements and may be typically obtained in formal education</p> <p>ISCED2011 code: 3</p> <p>NQF level:</p> <p>EQF level:</p>	<p>Grading scale / Pass requirements</p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p>																
<p>Certificate number: PT K</p> <p>Serial number: 123456</p> <p>Certificate issue date: 2023.10.02</p>	<p>Results achieved at the examination and their proportion expressed in percentage in the complex mark</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Central written examination</td> <td style="width: 45%;">Waiter's administrative activity</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 20%; text-align: center;">20.00</td> </tr> <tr> <td>Oral examination</td> <td>Food and drink recommendations, professional communication in a foreign language</td> <td style="text-align: center;">5</td> <td style="text-align: center;">20.00</td> </tr> <tr> <td>Practical examination</td> <td>Compiling and serving the menu</td> <td style="text-align: center;">5</td> <td style="text-align: center;">60.00</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	Waiter's administrative activity	5	20.00	Oral examination	Food and drink recommendations, professional communication in a foreign language	5	20.00	Practical examination	Compiling and serving the menu	5	60.00	Result achieved at the complex vocational examination, expressed in grades.		5	
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<p>Access to next level of education/training</p> <p>To secondary education</p>	<p>International agreements</p>																
<p>Other information concerning the vocational training process</p>																	
<p>Legal basis</p> <p>Act CLXXXVII of 2011 on Vocational Training Professional and examination requirements specified in Decree No. 12/2013 (28 March) of the Ministry 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: 30 % Practice: 70 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		3 years

Entry requirements:

- Elementary level school education

Vocational requirement modules:

10044-12 Food products, consumer protection

10045-12 Management

10046-12 Trade-specific foreign language

10047-12 Basics of waitering

10074-12 Waitering

11497-12 Employment I

11500-12 Occupational health and safety

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: 2023.10.02

SEAL