

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

54-345-01 Logisztikai ügyintéző

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Logistics assistant

(THIS TRANSLATION HAS NO LEGAL STATUS)

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

- perform jobs related to orders, purchases and sales (goods, services);
- as part of supply, stock-management and production processes, perform planning tasks;
- manage complaints;
- perform jobs associated with storage related activities;
- perform jobs related to goods processing;
- perform administrative tasks related to international deliveries and shipments;
- liaise with partners and customers;
- assist the management with decision-preparation, information collection and analyses;
- use ICT and office equipment as required by the job.

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

3623 Materials manager, purchasing 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>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: 54 advanced vocational qualifications, which require the completion of the secondary school leaving exam and may be obtained primarily in formal education</p> <p>ISCED2011 code: 4</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: 20%;">Central written examination</td> <td style="width: 40%;">Logistics tasks</td> <td style="width: 10%;">5</td> <td style="width: 30%;">20.00</td> </tr> <tr> <td>Oral examination</td> <td>Warehousing</td> <td>5</td> <td>10.00</td> </tr> <tr> <td>Oral examination</td> <td>The logistics system</td> <td>5</td> <td>20.00</td> </tr> <tr> <td>Practical examination</td> <td>Warehousing</td> <td>5</td> <td>30.00</td> </tr> <tr> <td>Practical examination</td> <td>Delivery, transportation, shipment</td> <td>5</td> <td>20.00</td> </tr> <tr> <td colspan="2">Result achieved at the complex vocational examination, expressed in grades.</td> <td>5</td> <td></td> </tr> </table>	Central written examination	Logistics tasks	5	20.00	Oral examination	Warehousing	5	10.00	Oral examination	The logistics system	5	20.00	Practical examination	Warehousing	5	30.00	Practical examination	Delivery, transportation, shipment	5	20.00	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 higher 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: 60 % Practice: 40 %	
Workplace-based		
Accredited prior learning		
Total duration of the education/training leading to the certificate		2 years

Entry requirements:

- Secondary school leaving examination

Vocational requirement modules:

- 11507-12 Carrying out commercial activity
- 11508-12 Planning, managing and analysing commercial activities
- 10032-12 Marketing
- 10034-12 Tasks to be performed by a logistics assistant
- 10035-12 Delivery, transportation, shipment
- 10036-12 Production and wholesale storage
- 11498-12 Employment I (for courses based on secondary school-leaving examination)
- 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