

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

34 811 06 Fogadós

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Innkeeper

(THIS TRANSLATION HAS NO LEGAL STATUS)

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

- host guests and perform basic reception tasks;
- professionally serve guests in the restaurant unit and in the rooms;
- professionally perform simpler kitchen tasks, preparations, breakfasts, preparations of buffet tables;
- comply with requirements related to food safety and consumer protection;
- safely operate catering units;
- plan the image and operation of the business;
- plan economic operation, operate economic operation;
- comply with hygiene rules applicable to catering units;
- operate the HACCP system;
- perform basic marketing tasks;
- select employees, plan HR in an economic manner;
- present the most typical national touristic attractions;
- apply the most important knowledge related to the organisation and implementation of programmes.

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

1331 Manager of a unit performing accommodation provision activities
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>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: 4</p> <p>EQF level: 4</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%;">Administrative tasks related to the operation of an inn</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 20%; text-align: center;">30.00</td> </tr> <tr> <td>Practical examination</td> <td>Professional activities of an innkeeper</td> <td style="text-align: center;">5</td> <td style="text-align: center;">35.00</td> </tr> <tr> <td>Practical examination</td> <td>Daily activities of an innkeeper</td> <td style="text-align: center;">5</td> <td style="text-align: center;">35.00</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	Administrative tasks related to the operation of an inn	5	30.00	Practical examination	Professional activities of an innkeeper	5	35.00	Practical examination	Daily activities of an innkeeper	5	35.00	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 Decree 29/2016 (VIII. 26.) NGM of the Minister for National Economy on the professional and examination requirements of vocational qualifications.</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:

- Completed elementary education
- Requirements for medical fitness shall be met

Vocational requirement modules:

- 10044-12 Food products, consumer protection
- 11793-16 Professional activities of an innkeeper
- 10049-12 Kitchen hand's tasks
- 10048-12 Basics of food preparation
- 10045-12 Management
- 11794-16 Daily activities of an innkeeper
- 11497-12 Employment I
- 11499-12 Employment II.
- 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

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