



1. TITLE OF THE CERTIFICATE (HU)

52 811 01 Élelmezésvezető

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Catering manager

(THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES

A typical holder of the certificate is able to:

- assess the impact of foodstuffs and meals on human health based on their composition;
- promote healthy nutrition based on dietary recommendations;
- establish the diet of different age groups by taking into account dietary recommendations, nutritional needs, professional aspects and the applicable legislation in force;
- calculate the energy, fat, saturated fatty acid, protein, carbohydrate, sugar and salt content of meals as well as the allergenic ingredients specified in the legislation on food labelling, using traditional methods and nutrient calculation software;
- determine the way foodstuffs should be used, based on their composition, when providing catering to different age groups;
- provide catering in accordance with the health and social conditions of clients;
- specify and apply modern food preparation technologies;
- understand the characteristics and prevention of nutrition-related illnesses;
- follow and carry out the dietitian's professional instructions;
- identify and use or avoid foodstuffs containing allergens based on the requirements of special diets;
- manage daily catering tasks;
- organize, manage and control catering activities, taking into account local features;
- compile the form specifying the nutrient content per portion in accordance with the applicable legal provisions;
- determine the material and personal resources required for the operation of the catering plant;
- use and instruct others in the use of machinery and equipment required for the profitable operation of the catering plant;
- manage and control the flow of goods and production;
- ensure the profitable operation of the catering plant;
- make economic calculations (budget, cost statements, portion and ingredient planning, fee calculation, etc.);
- prepare paper-based and electronic documentation in keeping with the relevant requirements;
- organize the activities aimed at preserving the property, primary products, instruments and equipment used for the provision of catering and the preparation of the relevant statements;
- manage the compilation of inventories and handle eventual problems quickly and efficiently;
- comply with the legislation applicable to the employment of workers;
- understand the requirements applicable to the organisational unit and its operation;
- cooperate with colleagues, dietitians and dietary chefs;
- understand and apply food safety requirements;
- prepare for inspection by the relevant authorities and enable them to carry out the inspections;
- exercise leadership skills;
- apply the knowledge acquired through obligatory upskilling.

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

2223 Dietitian and nutrition consultant

(*) 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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MINIFEA

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: 52 upper secondary vocational qualifications, which require the completion of the secondary school leaving exam and may be obtained primarily in non-formal education</p> <p>ISCED2011 code: 5</p> <p>NQF level: 5</p> <p>EQF level: 5</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: 2021.07.21</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%;">Oral examination</td> <td style="width: 50%;">Nutrition – Catering – Quality assurance</td> <td style="width: 12.5%; text-align: center;">5</td> <td style="width: 12.5%; text-align: center;">50.00</td> </tr> <tr> <td>Practical examination</td> <td>Menu planning in public catering</td> <td style="text-align: center;">5</td> <td style="text-align: center;">25.00</td> </tr> <tr> <td>Practical examination</td> <td>Administration of public catering</td> <td style="text-align: center;">5</td> <td style="text-align: center;">25.00</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>	Oral examination	Nutrition – Catering – Quality assurance	5	50.00	Practical examination	Menu planning in public catering	5	25.00	Practical examination	Administration of public catering	5	25.00	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 Decree 29/2016 (VIII.26.) NGM of the Ministry for National Economy on the professional and examination criteria of vocational courses.</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		700 hours

Entry requirements:

- Completed secondary school studies

Vocational requirement modules:

11498-12 Employment I. (in training courses based on secondary school-leaving examination)

11562-16 Nutrition

11563-16 Quality assurance in public catering

11565-16 Guided practice in public catering

11629-16 Catering planning

11627-16 Catering management

11499-12 Employment II.

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: 2021.07.21

SEAL