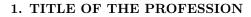
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5 1015 23 07 Turisztikai technikus (Idegenvezető szakmairány)

2. TRANSLATED TITLE OF THE PROFESSION

Tourism technician (Travel guide specialisation) (THIS TRANSLATION HAS NO LEGAL STATUS)

3. PROFILE OF SKILLS AND COMPETENCES

- prepare for the trip arranged and organised by the tour operator;
- find out about the destination, local attractions, transport, weather and programmes using the Internet, and organise the information thus obtained;
- give a warm welcome to tourists, arrange for the check-in of passengers before departure, the placement of luggage and the checking of travel documents:
- accompany passengers, do sightseeing tours on foot or by bus, conduct exhibition tours and trips, guide museum visits;
- communicate fluently in Hungarian and the foreign language acquired, and possibly interpret between these languages as well;
- present the culture, gastronomy and traditions of each destination to holidaymakers;
- carry out the administrative tasks required of travel guides during a trip;
- develop human relationships easily and handle conflict situations well and appropriately;
- manage supplies during the trip, use vouchers, buy tickets, make traditional and electronic payments, buy foreign currency, order services;
- make arrangements for the provision of services and programmes, contact service providers;
- receive and assist travellers as a deployed travel guide during their stay and accompany them to their departure point on their return home:
- recommend and organise optional programmes during organised trips;
- prepare a travel guide report for the tour operator after the implementation of the programmes, in accordance with the criteria specified by the tour operator;
- prepare the accounts of the trip after the implementation of the programme package.

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

4221 Tour operator, consultant

5233 Travel guide specialisation

(*) Explanatory notes:

¹ In the original language. $|^2$ The translation of the designation is provided for information purposes only. $|^3$ Fill it out if necessary. The certificate supplement provides additional information on the qualification but have no legal value in itself. The format of the description is in conformity with Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass) and repealing Decision No 2241/2004/EC.

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5. OFFICIAL BASIS OF THE CERTIFICATE	
Name and status of the authority issuing the certificate	Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry for Innovation and Technology
Level of the certificate (national or international)	Grading scale / Pass requirements
NQF level: 5	Five -grade: 5 excellent
EQF level: 5	4 good
Digital Competence Framework level: 6	3 satisfactory 2 pass 1 fail The prerequisite of being eligible to sit for a sectoral basic examination is the successful completion of all the required training courses, or the recognised prior learning should incorporate the requirements of the sectoral basic examination. The prerequisite of being eligible to sit for a vocational examination. The prerequisite of being eligible to sit for a vocational examination is the successful completion of all the training courses and the uninterrupted professional practice required. In case the student is required to pass a sectoral basic examination, latter shall be recognised with the following weighting: The result of the basic sectoral examination will be computed into that of the vocational examination with the following weighting: Sectoral basic examination: %, Vocational examination: %
Certificate number: CXK A	Designation of the theoretical and practical subjects of the sectoral basic examination and the vocational examination and their grades according to a five-grade scale
Serial number: 123456	Sectoral basic examination : The examination was passed based on recognised prior learning
Certificate issue date: 2023.12.07	Vocational examination
	central interactiveTourism technician (Travel guide specialisation) Professional knowledge5
	project exercise Tourism technician (Travel guide specialisation) Project assignment
	Result of the vocational examination in percentage 100%
	Result of the vocational examination with grades 5
Access to next level of education/training	International agreements
Other information concerning the vocational training process	

B2 (intermediate-level) complex language certificate in the foreign language studied or B2 (intermediate-level) complex specialist language certificate in tourism and catering at the start of the vocational examination

Legal basis

Government Decree 12/2020 (II. 7.) on the Implementation of the Vocational Education and Training Act, Act LXXX of 2019 on Vocational Education and Training.

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE SUPPLEMENT

Description of the sectoral basic training and the theoretical and practical vocational training	Distribution of the total number of hours of the programme
otal duration of the education/training	2158 hours
Entry requirements:	
Educational prerequisite: primary education	
• Occupational health aptitude test: required	
Career aptitude test: required	
urther information:	
	HOURS
OCATIONAL PRACTICAL SUBJECT CT in the catering industry	
asics of production, sales and tourism	12 hour 12 hour
rocurement and sales	12 hour 12 hour
cusiness calculation and cost control	12 hour
pecial services	12 hour
dvertisements and marketing incentives for purchase,	12 hour
ustomer relations	
dministration and accounting	12 hour
usiness management in tourism	12 hour
our guiding ourism marketing and protocol	12 hour 12 hour
ulture and civilisation in a foreign language	12 hour
untere and eremsation in a foreign tanguage	12 nour
OCATIONAL THEORETICAL SUBJECT	HOURS
ocational knowledge	12 hour
ocational foreign language knowledge	12 hour
The world of work	12 hour
asics of production, sales and tourism	12 hour
Procurement and sales	12 hour
Susiness calculation and cost control	12 hour
pecial services	12 hour
dvertisements and marketing incentives for purchase,	12 hour
ustomer relations dministration and accounting	12 hour
our guiding	12 hour
ourism marketing and protocol	12 hour
Culture and civilisation in a foreign language	12 hour
Continuous field practice	160 hour
ltogether	436 hour

The present diploma supplement was elaborated in compliance with Government Decree 12/2020 (II. 7.) on the implementation of the Act on Vocational Education and Training.

National Reference Point: National Office of Vocational Education and Training and Adult Learning: https://nrk.nive.hu

Head of Examination Organiser: Issue date: 2023.12.07

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