

**1. TITLE OF THE PROFESSION**

5 0413 18 01 Közszolgálati technikus (Rendészeti technikus)

**2. TRANSLATED TITLE OF THE PROFESSION**Public service technician (Security forces technician)  
(THIS TRANSLATION HAS NO LEGAL STATUS)**3. PROFILE OF SKILLS AND COMPETENCES**

- he/she is able to compare the main branches and fields of public service (public administration, law enforcement, defence) in terms of their place in the system of regulatory bodies and state organisation;
- during his/her work, he/she is able to cooperate with the members of the organisation in a manner expected from employees working in a hierarchical organisation;
- he/she is aware of the rules on coexistence and the normative rules, has a basic understanding of their hierarchical system and is committed to respecting and enforcing them;
- during the performance of his/her public duties, he/she is able to facilitate oral and written communication using sociological and psychological knowledge in basic and conflict situations;
- his/her metacommunication, body language is consciously adapted to his/her verbal communication;
- prefers assertive communication with people with aggressive, deviant, antisocial behaviour;
- performs a variety of different forms of motion, individually and in groups, on command;
- he/she is involved in the transportation of money and other valuables (cash-/valuables-in-transit), convoys consignments;
- consciously plans the development of his/her physical fitness abilities;
- uses self-defence skills to protect his/her own physical integrity;
- provides first aid and CPR when needed.

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

5254 Security guard, bodyguard  
5256 Public place inspector  
9238 Car park attendant  
9231 Gatekeeper, site guard, simple guard

**(\*) Explanatory notes:**

<sup>1</sup> In the original language. | <sup>2</sup> The translation of the designation is provided for information purposes only. | <sup>3</sup> Fill it out if necessary. The certificate supplement provides additional information on the qualification but has 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

<p><b>Name and status of the authority issuing the certificate</b></p>	<p><b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b></p> <p>Ministry for Innovation and Technology</p>																				
<p><b>Level of the certificate (national or international)</b></p> <p><b>NQF level:</b> 5</p> <p><b>EQF level:</b> 5</p> <p><b>Digital Competence Framework level:</b> 6</p>	<p><b>Grading scale / Pass requirements</b></p> <p>Five -grade: 5 excellent 4 good 3 satisfactory 2 pass 1 fail</p> <p>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 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: 15%, Vocational examination: 85%</p>																				
<p><b>Certificate number:</b> CXK A</p> <p>Serial number: 123456</p> <p><b>Certificate issue date:</b> 2023.12.07</p>	<p><b>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</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>Sectoral basic examination :</b> The examination was passed based on recognised prior learning</td> </tr> <tr> <td colspan="2"><b>Vocational examination</b></td> </tr> <tr> <td colspan="2"><b>central interactive</b></td> </tr> <tr> <td style="width: 80%;">Security forces technician – theoretical knowledge</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="2"><b>project exercise</b></td> </tr> <tr> <td>Security forces technician – practical knowledge</td> <td style="text-align: center;">5</td> </tr> <tr> <td colspan="2">Result of the vocational examination in percentage</td> </tr> <tr> <td></td> <td style="text-align: center;">100%</td> </tr> <tr> <td colspan="2">Result of the vocational examination with grades</td> </tr> <tr> <td></td> <td style="text-align: center;">5</td> </tr> </table>	<b>Sectoral basic examination :</b> The examination was passed based on recognised prior learning		<b>Vocational examination</b>		<b>central interactive</b>		Security forces technician – theoretical knowledge	5	<b>project exercise</b>		Security forces technician – practical knowledge	5	Result of the vocational examination in percentage			100%	Result of the vocational examination with grades			5
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<p><b>Access to next level of education/training</b></p> <p>To higher education</p>	<p><b>International agreements</b></p>																				
<p><b>Other information concerning the vocational training process</b></p>																					
<p><b>Legal basis</b></p> <p>Government Decree 12/2020 (II. 7.) on the Implementation of the Vocational Education and Training Act, Government Decree 319/2020 (VII. 1.) on the amendment of 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.</p>																					

## 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
Total duration of the education/training	2154 hours

### Entry requirements:

- Elementary school qualification
- Occupational aptitude test is required

### Further information:

VOCATIONAL PRACTICAL SUBJECT	HOURS
Basics of public service	12 hour
Communication practices	12 hour
Communication skills	12 hour
Psychological, sociological and criminological basic knowledge	12 hour
Specialised physical education and self-defence	12 hour
Law enforcement agencies and basic tasks	12 hour
Service skills	12 hour
Professional communication	12 hour
Digital communication and typing	12 hour
Strength and endurance development	12 hour
Self-defence	12 hour
Shooting	12 hour
Personal and property protection	12 hour
Community property protection	12 hour

VOCATIONAL THEORETICAL SUBJECT	HOURS
Vocational knowledge	12 hour
Vocational foreign language knowledge	12 hour
Basics of public service	12 hour
Communication practices	12 hour
Communication skills	12 hour
Psychological, sociological and criminological basic knowledge	12 hour
Specialised physical education and self-defence	12 hour
Law enforcement agencies and basic tasks	12 hour
Service skills	12 hour
Legal knowledge – Security forces technician	12 hour
Public administration knowledge – Security forces technician	12 hour
Professional communication	12 hour
Digital communication and typing	12 hour
Professional communication in a foreign language	12 hour
Shooting	12 hour
Personal and property protection	12 hour
Community property protection	12 hour

Continuous field practice 160 hour

Altogether 532 hour

Link to the Training and Outcome Requirements and the Programme Plans: <https://ikk.hu>

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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