

1. TITLE OF THE CERTIFICATE (CZ) ⁽¹⁾

**Výuční list z oboru vzdělání:
65-51-H/002 Kuchař-číšník pro pohostinství**

⁽¹⁾ In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE ⁽²⁾

**Apprenticeship Certificate in:
65-51-H/002 Cook-waiter for Restaurant Service**

⁽²⁾ If applicable. This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

General competences:

- to be well informed about culture, history and the present-day Czech nation within a European and world context;
- to formulate views and attitudes verbally and in writing, communicate in at least one other foreign language;
- to effectively organize and manage and participate in a team, including the ability to lead a team and cope with problematic situations;
- to know how to use information and ICT, have basic ICT skills;
- to be able to use basic mathematics and the basic principles of physics and chemistry when needed;
- to act in an environmentally-conscious manner and in compliance with strategies for sustainability;
- to know the fundamentals of health, occupational safety, and fire prevention and safety.

Vocational competences:

- to examine the quality of foodstuffs and their use in making meals;
- to know cutting, storing, preparing, and processing foodstuffs;
- to prepare hot and cold meals and drinks according to standard techniques;
- to prepare meals and drinks for serving and presentation, including their aesthetic arrangement;
- to operate technical equipment and restaurant technology;
- to maintain equipment;
- to create menus, taking into account the principles of nutrition and the differences in diets among people;
- to create innovative menus as well as menus for special occasions;
- to keep track of goods and foodstuffs, calculate prices;
- to execute orders and render accounts, make out the bills for guests and clients;
- to know restaurant seating and guest placement, including large groups and special occasions;
- to know how to prepare restaurant for large groups, parties, and other special occasions;
- to communicate professionally with guests;
- to know how to serve, store and take care of drinks;
- to prepare hot and cold drinks and mixed drinks;
- to follow hygienic regulations.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE ⁽³⁾


The graduate can work as a cook or waiter in all types of businesses and catering services. After gaining practical experience, he or she will be prepared to start their own businesses in hospitality and catering.

⁽³⁾ If applicable

5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the body awarding the certificate Zde bude doplněn název a adresa Vaší školy	Name and status of the national/regional authority providing accreditation/recognition of the certificate Ministry of Education, Youth and Sports Karmelitska 7 118 12 Prague 1 Czech Republic
Level of the certificate (national or international) Upper secondary education completed by the final examination (Apprenticeship Certificate) ISCED 3C	Grading scale / Pass requirements 1 excellent (výborný) 2 very good (chvalitebný) 3 good (dobrý) 4 satisfactory (dostatečný) 5 fail (nedostatečný) <i>Overall assessment:</i> Prospěl s vyznamenáním: Pass with Honours (the average mark is ≤ 1,5) Prospěl: Pass (an examination mark is not worse than 4) Neprospěl: Fail (the examination mark in one or more subjects is 5)
Access to next level of education / training Follow-up courses – ISCED 4	International agreements
Legal basis Law No. 561/2004 on pre-school, basic, secondary, post-secondary and other education (School Act)	

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	50	60 weeks
• Workplace-based	50	60 weeks
• Accredited prior learning		
Total duration of the education / training leading to the certificate		3 years / 120 weeks
Entry requirements Completed compulsory school education Meeting health criteria for the particular field		
Additional information More information (including a description of the national qualifications system) available at: www.nuov.cz and www.eurydice.org		
National Institute of Technical and Vocational Education – National Centre Europass Weilova 1271/6 102 00 Prague 10		
Prague, 27.6.2010		 Stamp and signature

⁽¹⁾ **Explanatory note**

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: 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 available at: <http://europass.cedefop.eu.int>, www.europass.cz

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