



CERTIFICATE SUPPLEMENT (*)



Sweden

1. TITLE OF THE CERTIFICATE

Hotell- och restaurangprogrammet - Servering

2. TRANSLATED TITLE OF THE CERTIFICATE

Hotel and Restaurant Programme - Serving

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

The holder of this document

- is able to choose serving equipment and plan serving methods and ways of working in a restaurant
- is able to organise serving and use different methods of serving and bar techniques in a restaurant
- is able to make table arrangements for different types of menus
- has a knowledge of the importance of correct behaviour with respect to guests
- is able to explain the contents of menus and propose different drinks to accompany food
- is able to carve, fillet and serve flambé food in front of guests
- has an insight into the requirements imposed on hygiene in workplaces, personal hygiene and appropriate dress
- has a knowledge of the risk of accidents and safety rules, and is able to work in an ergonomically correct way when serving.
- is able to work with cash terminals, handle different payment systems, and is able to carry out simple cash accounting, as well as understand different ordering and receipt systems
- has a knowledge of and experiences about guest-related situations in a restaurant
- has a knowledge of the responsibility involved in serving alcohol in different types of restaurants
- is familiar with bars as a working place, as well as professional standards and different ways of serving in a drinks bar
- has a knowledge of different flower arrangements and decorations

In addition, the holder of this document has knowledge at the upper secondary school level in Swedish, English, mathematics, arts, sports and health, science studies, religious studies and also civics.

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

The programme provides a basic knowledge of serving in different types of restaurants and bars. Also other professions involving service and sales are possible. Possible to work with some other reception services.

(*) Explanatory notes

This document is intended to provide additional information about the specified certificate and does not have any legal status in itself. It 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 10 July 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: www.cedefop.eu.int/transparency

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5. OFFICIAL STATUS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate Grade issued on completion of the programme by the head teacher at the school where the pupil attended the programme</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p>
<p>Level of the certificate (national or international) In Sweden no levels are used. The programme corresponds to Upper secondary level, namely ISCED 3.</p>	<p>Grading scale/Pass requirements Fail (IG) Pass (G) Pass with distinction (VG) Pass with special distinction (MVG)</p>
<p>Access to next level of education/training The programme provides basic eligibility for studies in higher education.</p>	<p>International agreements</p>
<p>Legal basis Education Act SFS 1985:1100, Upper Secondary School Ordinance SFS 1992:394, Ordinance on the curriculum for the non-compulsory school system SKOLFS 1994:2, Ordinance on the special programme goals for the national programmes of the upper secondary school SKOLFS 1999:12.</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	85	85 weeks
• Workplace based education	15	15 weeks
• Accredited prior learning		
Total duration of education/training leading to the certificate		100 weeks / 3 years
<p>Additional information The programme covers a total of 2500 upper secondary school credits (25 credits correspond to one week of full-time studies), of which 750 credits in core subjects (general subjects), 1450 credits in subjects specific to a programme (vocationally oriented subjects) and also 300 credits as individual options. The holder of this document has within the framework of the group of subjects specific to the programme, completed project work corresponding to 100 credits.</p> <p>More information on the programme and the national education and qualification system can be obtained from the National Reference Point for Vocational Education and Training at www.senrp.se</p>		