


CERTIFICATE SUPPLEMENT NO. *

 Republic
of Poland

CERTIFICATE HOLDER'S FIRST NAME (MIDDLE NAME) AND LAST NAME.....

1. TITLE OF THE CERTIFICATE ¹⁾
Dyplom potwierdzający kwalifikacje zawodowe w zawodzie pracownik pomocniczy obsługi hotelowej , symbol cyfrowy 911205
¹⁾ Original language version

2. TRANSLATED TITLE OF THE CERTIFICATE ²⁾
Vocational Diploma for the occupation of hotel room service assistant , occupation reference number 911205
²⁾ If applicable. This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES
<p>The vocational diploma for the occupation of hotel room service assistant, for which the qualification: TG.01. Performing auxiliary works in hotel facilities has been specified, certifies that the holder is able to:</p> <ul style="list-style-type: none"> - maintain cleanliness and order within hotel premises and in their surroundings, - prepare rooms and hotel facilities for guests, - performing cleaning activities with the use resources and tools in accordance with their intended use and safety instructions, - operate manual and mechanised equipment used for cleaning, - perform auxiliary works related to hotel services and assist hotel guests, - perform auxiliary works in hotel catering services, such as pre-treatment of raw food materials and maintaining cleanliness and order, - perform auxiliary works related to the preparation of dining areas for guests and maintaining them in good condition, - take care of hotel plants, green spaces and recreational areas by using appropriate gardening equipment, - perform maintenance tasks on recreational facilities, <p>and, in addition, within the scope of professional tasks performed:</p> <ul style="list-style-type: none"> - observe occupational health and safety, fire and environmental protection regulations and requirements of ergonomics, - use the basic vocabulary of the language skills to perform typical professional tasks.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE ³⁾
hotel room service assistant
³⁾ If applicable.

OKE-II/86/3

5. OFFICIAL BASIS OF THE CERTIFICATE	
Name of the certificate awarding body Regional Examination Board in	Authority supervising the certificate awarding body Central Examination Board
Level of the certificate (national or international) Full qualification at level two of the Polish Qualifications Framework – PQF II Qualification at level two of the European Qualifications Framework – EQF 2 ISCED - 353	Pass requirements An examination is carried out for each qualification specified for a given occupation. In order to pass the examination for a given qualification the minimum required score is: 1) in the written part – at least 50% of points available, 2) in the practical part – at least 75% of points available.
Access to next level of education The certificate holder can continue his/her education starting from the second grade of a general secondary school for adults	International agreements _____
Legal basis Regulation of the Minister of National Education of August 27, 2019 on certificates, state diplomas and other school prints (Journal of Laws of 2019, item 1700 as amended).	

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE	
The holder of the certificate has obtained at least a basic vocational education and passed an examination for the qualification specified for the occupation of hotel room service assistant: TG.01. Performing auxiliary works in hotel facilities . This qualification can be obtained by pursuing one of the following educational paths.	
Ways of acquiring qualifications for the occupation of hotel room service assistant	Minimum percentage of practical training in vocational education (%)
School education (3-year stage 1 sectoral vocational school)	60
Continuing learning in out-of-school forms (minimum number of hours specified in the vocational education core curriculum for the occupation of hotel room service assistant)	60
Confirmation of qualifications by extramural vocational examinations for those who have completed lower secondary education or 8-year primary school and: a) have at least 2 years' education in the occupation of hotel room service assistant or b) have at least 2 years' experience of working as a hotel room service assistant.	60 100
Additional information: More information (including a description of the national qualifications system) is available at National Europass Centre – www.europass.org.pl	

***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, 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. More information available at: <http://europass.cedefop.europa.eu>

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