



# CERTIFICATE SUPPLEMENT NO. .... \*

Republic  
of Poland

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

## 1. TITLE OF THE CERTIFICATE <sup>1)</sup>

Dyplom potwierdzający kwalifikacje zawodowe w zawodzie **pracownik pomocniczy mechanika**, symbol cyfrowy **932916**

<sup>1)</sup> Original language version

## 2. TRANSLATED TITLE OF THE CERTIFICATE <sup>2)</sup>

Vocational Diploma for the occupation of **assistant mechanic**, occupation reference number **932916**

<sup>2)</sup> If applicable. This translation has no legal status.

## 3. PROFILE OF SKILLS AND COMPETENCES

The vocational diploma for the occupation of **assistant mechanic**, for which the qualification **MG.02. Installation and operation of simple machinery and equipment** has been specified, certifies that the holder is able to:

- perform auxiliary work related to the maintenance of the work station, simple working tools, machinery and mechanical equipment in good condition,
  - perform cleaning work on the work station and on the premises of the mechanical workshop,
  - use simplified technical documentation of machinery and equipment,
  - select materials, tools and instruments according to the type of work performed during assembly and disassembly as well as during operation and repair of machinery and equipment,
  - perform simple assembly of connections, assemblies and mechanisms as well as hydraulic and pneumatic systems of machinery and equipment,
  - perform simple operating activities in accordance with the principles of daily and seasonal operation of machinery and equipment,
  - perform simple repairs of machinery and equipment in accordance with the occupational health and safety rules,
  - perform simple maintenance work on machinery and equipment,
  - perform adjustments and test-runs of machinery and equipment after the operating activities,
  - select tools and materials for simple maintenance, overhaul and simple repair of elements of machinery and equipment,
  - perform maintenance work on simple tools,
  - perform anticorrosive protection of the elements of machinery and equipment in accordance with the rules of occupational health and safety,
  - prepare simple sketches and technical drawings of components of machinery, equipment and tools,
  - use easy-to-use computer programmes supporting the performance of professional tasks,
  - assess the quality of auxiliary mechanic's work and cleaning work on the work station,
- and, in addition, within the scope of professional tasks performed:
- organize the work station in accordance with the applicable ergonomic requirements and occupational health and safety, fire protection and environmental protection regulations,
  - use personal and collective protective equipment while performing occupational tasks,
  - perform auxiliary work related to customer service in the mechanical workshop,
  - cooperate in a team.

## 4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE <sup>3)</sup>

assistant mechanic

<sup>3)</sup> If applicable.

5. OFFICIAL BASIS OF THE CERTIFICATE	
<b>Name of the certificate awarding body</b> Regional Examination Board in .....	<b>Authority supervising the certificate awarding body</b> Central Examination Board
<b>Level of the certificate (national or international)</b> 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	<b>Pass requirements</b> 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.
<b>Access to next level of education</b> The certificate holder can continue his/her education at a general secondary school for adults	<b>International agreements</b>          
<b>Legal basis</b> 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 assistant mechanic: <b>MG.02. Installation and operation of simple machinery and equipment</b> . This qualification can be obtained by pursuing one of the following educational paths.	
<b>Ways of acquiring qualifications for the occupation of assistant mechanic</b>	<b>Minimum percentage of practical training in vocational education (%)</b>
School education (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 assistant mechanic)	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 assistant mechanic or b) have at least 2 years' experience of working as an assistant mechanic.	60 100
<b>Additional information:</b> More information (including a description of the national qualifications system) available at: National Europass Centre – <a href="http://www.europass.org.pl">www.europass.org.pl</a>	

**\*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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