

## CERTIFICATE SUPPLEMENT (\*)

### 1. TITLE OF THE CERTIFICATE (NL)

**Diploma Beroepsonderwijs**  
**Kwalificatie: Assistent verkoop/retail**  
**Kwalificatiedossier: Entree**  
 In the original language

### 2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate Senior Secondary Vocational Education**  
**Qualification: Assistant sales/retail worker**  
**Qualification file: Entry**  
 This translation has no legal status

### 3. PROFILE OF SKILLS AND COMPETENCES

The most important duties of an Assistant sales/retail worker are:

Core task 1: Working as assistant in a labour organisation

- 1.1 Prepares (assistant) tasks
- 1.2 Carries out (assistant) tasks
- 1.3 Reports upon completion of his (assistant) tasks

Core task 2: Assisting in the processing of goods and/or products

- 2.1 Carries out work following the receipt and storage of goods and/or products
- 2.2 Maintains the article presentation
- 2.3 Carries out work for care and maintenance of the work station and working environment

Core task 3: Assisting in sales and providing services

- 3.1 Receives customers
- 3.2 Assists selling colleagues

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

The Assistant sales/retail worker works in the retail trade in a variety of shop formulas in both the SME sector and in large chains, and in both the food and non-food sector.

### 5. OFFICIAL BASIS OF THE CERTIFICATE

#### Name and status of the body awarding the certificate

The certificate issued on completion of the programme is signed by the examination board at the school where the pupil attended the programme.

#### Name and status of the national/regional authority providing accreditation/recognition of the certificate

Ministry of Education, Culture and Science

#### \* 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 is available at: <http://www.europass.cedefop.europa.eu/>

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#### 5. OFFICIAL BASIS OF THE CERTIFICATE

<p><b>Level of the certificate (national or international)</b>                  Qualification level 1 of the Dutch VET qualification structure                  Characteristics: intended for participants not eligible for a course at qualification level 2. After completion of the course, the professional is able to carry out simple tasks, under supervision.                  NLQF level 1 - EQF level 1 - ISCED 2C</p>	<p><b>Grading scale / Pass requirements</b></p> <table style="border: none;"> <tr><td>10</td><td>excellent</td></tr> <tr><td>9</td><td>very good</td></tr> <tr><td>8</td><td>good</td></tr> <tr><td>7</td><td>very satisfactory</td></tr> <tr><td>6</td><td>pass</td></tr> <tr><td>5</td><td>fail</td></tr> <tr><td>4</td><td>unsatisfactory</td></tr> <tr><td>3</td><td>very unsatisfactory</td></tr> <tr><td>2</td><td>poor</td></tr> <tr><td>1</td><td>very poor</td></tr> </table>	10	excellent	9	very good	8	good	7	very satisfactory	6	pass	5	fail	4	unsatisfactory	3	very unsatisfactory	2	poor	1	very poor
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3	very unsatisfactory																				
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<p><b>Access to next level of education/professions</b>                  The Assistant sales/ retail worker can advance to study programmes at level 2. He can grow as a sales assistant. He can also switch to the textile sector and advance to professions at level 2 in the field of interior textiles and fashion and tailor-made clothing.</p>	<p><b>International agreements</b></p>																				
<p><b>Legal basis</b>                  Act on Vocational Education and Training (WEB), registered number of qualification (crebo): 95772                  The education and training for this qualification is offered as of August 1, 2014.</p>																					

#### 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Senior secondary vocational education features two learning pathways: the school-based pathway (bol) and the training on the job pathway (bbl).  
 In the school-based pathway, the majority of the course consists of theory at school. The extent of the practical component (vocational practice) is between 20% and 60%. In the training on the job pathway, the extent of vocational practice is at least 60% of the course. The participant works four days a week in a training company, and attends school for theory subjects just one day a week.  
 In principle it is possible to follow both learning pathways, but which pathway is offered will depend on the individual educational institution.

<b>Average duration of the education/ training leading to the certificate</b>	<b>1 year (1600 study hours) (depending on previous education)</b>
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**Entry requirements**  
 There are no legal educational requirements.

#### 7. ADDITIONAL INFORMATION

Dutch senior secondary VET is based on qualification files, that each contain one or more qualifications. The information included in part 3 and 4 is derived directly from the qualification file, that is composed by the Centre of Expertise. The complete qualification file can be found at <http://kwalificaties.s-bb.nl/>, only in Dutch.

Additional information, including a description of the Dutch national qualifications system, is available at the Netherlands National Reference Point (NRP): [www.s-bb.nl](http://www.s-bb.nl). The NRP is the information centre for vocational qualifications in the Netherlands. SBB has been appointed in this capacity by the Ministry of Education, Culture and Science.