

CERTIFICATE SUPPLEMENT (*)

1. TITLE OF THE CERTIFICATE (NL)

Diploma Beroepsonderwijs
Kwalificatie: Leidinggevende team/afdeling/project
Kwalificatiedossier: Leidinggeven op basis van vakmanschap
 In the original language

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Certificate Senior Secondary Vocational Education
Qualification: Manager team/department/project
Qualification file: Managing and craftsmanship
 This translation has no legal status

3. PROFILE OF SKILLS AND COMPETENCES

The most important duties of a Manager team/department/project are:

Core task 1: Directly supervises employees/projects

- 1.1 Plans and assigns the work
- 1.2 Supervises employees during their work
- 1.3 Exchanges information in work meetings with employees
- 1.4 Monitors the progress of operations
- 1.5 Communicates with third parties
- 1.6 Administration and archiving of data

Core task 2: Carries out and/or adds to staff policy

- 2.1 Advises regarding staffing
- 2.2 Advises during recruitment of personnel
- 2.3 Advises regarding the performance and the performance evaluation of employees

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

A Manager team/department/project can work in various sectors, usually as a co-supervisor. The span of control differs with each manager. The context in which he fulfils his management tasks can be leadership/management over a project/department/branch within a sector or organisation. The Manager team/department/project directly supervises the workers.

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

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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the pupil attended the programme.																					
<p>Level of the certificate (national or international) Qualification level 4 of the Dutch VET qualification structure Characteristics: non-job related skills such as tactical and strategic capacities. The professional bears his or her own responsibility, which is not only related to practical implementation in terms of monitoring and supervision, but also a more formal, organisational responsibility. The range of tasks also includes drafting new procedures. NLQF level 4 - EQF level 4 - ISCED 4A</p>	<p>Grading scale / Pass requirements</p> <table> <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																				
2	poor																				
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<p>Access to next level of education/professions Further development through a higher professional education is possible with a VET-level 4 qualification.</p>	<p>International agreements The profession of Manager team/department/project is not regulated in the Netherlands. However the education and training for this profession on qualification level 4 is regulated under the European directive 2005/36/EC, amended by directive 2013/55/EU. The regulated education and training gives access to regulated professions at the level of a diploma according to article 11 of this directive.</p>																				
<p>Legal basis Act on Vocational Education and Training (WEB), registered number of qualification (crebo): 25160 The education and training for this qualification is offered as of August 1, 2015.</p>																					

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE	
<p>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.</p>	
<p>Average duration of the education/ training leading to the certificate</p>	<p>1 year (1600 study hours) (depending on previous education)</p>
<p>Entry requirements The certificate senior secondary vocational education (mbo) on qualification level 3, in a related discipline.</p>	

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 determined by the Minister of Education, Culture and Science. The complete qualification file can be found at <http://kwalificaties.s-bb.nl/>, only in Dutch.

Optional subjects are linked to the qualification. The optional subjects have a total size of 15% of the course duration. The optional subjects completed by the student are listed on the certificate.

Additional information, including a description of the Dutch national qualifications system, is available at the Netherlands National Reference Point (NRP): 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.