



1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über Prüfung zum anerkannten Fortbildungsabschluss
Geprüfter Kaufmännischer Fachwirt nach der Handwerksordnung und
Geprüfte Kaufmännische Fachwirtin nach der Handwerksordnung-Bachelor
Professional für Kaufmännisches Management nach der Handwerksordnung**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate on completion of the examination for the recognized further training
occupation of
Bachelor Professional in Commercial Management according to the Crafts and Trades
Regulation Code**

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- Analyze the economic and legal conditions and developments and deliver proposals for optimizing competitiveness
- Develop and implement strategic corporate objectives
- Develop marketing strategies and organize purchasing, customer management and sales operations on this basis
- Manage business accounting, controlling, finance and investment activities
- Analyze and optimize procurement, production and services operations in economic terms
- Manage human resources
- Engage in the supervision, motivation and development of staff
- Prepare, organize, implement and complete staff training.

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

Certified senior commercial clerks under the Crafts Code are responsible for managing commercial and administrative operations in trades firms and other SMEs independently in accordance with corporate objectives and supervise staff in this context.

^(*)Explanatory notes

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 on transparency is available at: www.cedefop.eu.int/transparency

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5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate Chamber of Skilled Crafts (<i>Handwerkskammer</i>)</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate Chamber of Skilled Crafts (<i>Handwerkskammer</i>)</p>
<p>Level of the certificate (national or international)</p> <p>ISCED 2011 Level 65</p> <p>These qualifications are referenced to level 6 of both the German and the European Qualifications Framework (DQR, EQF); see www.dqr.de/content/2316.php</p>	<p>Grading scale/Pass requirements (**)</p> <p>100 - 92 points = 1 = excellent 91 - 81 points = 2 = good 80 - 67 points = 3 = average 66 - 50 points = 4 = pass 49 - 30 points = 5 = poor 29 - 0 points = 6 = fail</p> <p>The candidate passed all examinations required for the completion of further training.</p>
<p>Access to next level of education and training</p> <p>The further training examination gives access to the next level of qualifications</p> <ul style="list-style-type: none"> • Certified business economist under the Crafts Code (<i>Geprüfter Betriebswirt/Geprüfte Betriebswirtin nach der Handwerksordnung</i>) • Certified business economist under the Vocational Training Act (<i>Geprüfter Betriebswirt/Geprüfte Betriebswirtin nach dem Berufsbildungsgesetz</i>) • Certified vocational training specialist (<i>Geprüfter Berufspädagoge/Geprüfte Berufspädagogin</i>) • Certified technical business management specialist (<i>Geprüfter Technischer Betriebswirt/Geprüfte Technische Betriebswirtin</i>) <p>as well as access to advanced programmes in higher education.</p>	<p>International agreements</p>
<p>Legal basis</p> <p>Ordinance for the examination leading to the recognised advanced training qualification of Bachelor Professional in Commercial Management according to the Crafts and Trades Regulation Code from 15.12.2020, (Federal Law Gazette, BGBl. I p. 2945)</p>	

6. OFFICIALLY RECOGNIZED WAYS OF ACQUIRING THE CERTIFICATE

The certificate is acquired through passing the examination administered by the body mentioned in section 5 above. Before sitting the examination, candidates must furnish proof of

1. successful completion of a three-year course of training in a recognized commercial occupation plus one year of relevant practical work or
2. successful completion of a two-year course of training in a recognized commercial occupation and two years of relevant practical work or
3. completion of recognized further training as certified commercial business management specialist under the Crafts Code (*Geprüfter Fachmann/Geprüfte Fachfrau für kaufmännische Betriebsführung nach der Handwerksordnung*) or
4. successful completion of a master craftsman's examination or
5. completion of recognized further training as *Industriemeister* or *Fachmeister* in accordance with regulations based on the Vocational Training Act or completion of training as state-certified technical engineer or
6. award of at least 90 ECTS credits in a business management study course and at least two years of relevant practical work or
7. at least five years of relevant practical work or
8. relevant skills and competences.

Additional information

The skills and competences of which proof is to be furnished in the further training examination are usually acquired during many years of practical work and within the framework of education measures. Courses are offered in preparation for the examination; their duration and content is geared to the different specialist and managerial tasks.

The successful candidate passing the examination has acquired the qualifications required to provide training within the meaning of Section 30(5) of the Vocational Training Act.

Translations of the certificate can be obtained from the body mentioned in section 5 above.

(*)Note

“Simplified grade scale” The official grade scale is contained in the appendices of the “ordinance” specified under legal basis.

