

1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über die Prüfung zum anerkannten Fortbildungsberuf
Geprüfter Fachmann und Geprüfte Fachfrau für kaufmännische Betriebsführung
nach der Handwerksordnung**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate on completion of the recognized further training examination for
Certified commercial business management specialist under the Crafts Code**

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- Analyse and evaluate the potential of a company from the point of view of business management
- Support start-up companies in the craft trades
- Manage and develop craft trade companies on the commercial side
- Work at the interface between commercial and production sectors of the company

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

Certified commercial business management specialists under the Crafts Code work in craft trade companies. They analyse and evaluate managerial, commercial and legal problems and develop and implement operative solutions taking current developments into account

^(*)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	
Name and status of the body awarding the certificate Chamber of Skilled Crafts (<i>Handwerkskammer</i>)	Name and status of the national/regional authority providing accreditation/recognition of the certificate Chamber of Skilled Crafts (<i>Handwerkskammer</i>)
Level of the certificate (national or international) ISCED 2011 Level 55 These qualifications are referenced to level 5 of both the German and the European Qualifications Framework (DQR, EQF); see publication of 22 July 2015 (BAnz AT 22.07.2015 p. 4).	Grading scale/Pass requirements (**) 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 The candidate passed all examinations required for the completion of further training.
Access to next level of education and training The further training examination gives access to the next level of qualifications <ul style="list-style-type: none"> • Certified senior commercial clerk under the Crafts Code (<i>Geprüfter Kaufmännischer Fachwirt/Geprüfte Kaufmännische Fachwirtin nach der Handwerksordnung</i>) • Certified initial and continuing training specialist (<i>Geprüfter Aus- und Weiterbildungspädagoge/Geprüfte Aus- und Weiterbildungspädagogin</i>) as well as access to advanced programmes in higher education.	International agreements
Legal basis Regulations governing the recognized further training examination for certified commercial business management specialist under the Crafts Code of 11 November 2014 (BGBl. I, p. 1725).	

6. OFFICIALLY RECOGNIZED WAYS OF ACQUIRING THE CERTIFICATE
<p>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</p> <ol style="list-style-type: none"> 1. Successful completion of a final or journeyman's examination at the end of a three-year course of training in a recognized occupation or 2. Successful completion of a two-year course of training in a recognized training occupation and two years of relevant practical work or 3. 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 are geared to the different specialist and managerial tasks. Translations of the certificate can be obtained from the body mentioned in section 5 above.

(**) Note

Simplified grading scale; for official grading scale see Sixth Ordinance Amending Further Training Examination Regulations of 9 December 2019 (Federal Law Gazette Part I, p. 2153)