

## 1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über die Prüfung zum anerkannten  
Fortbildungsberuf**

**Geprüfter Berufsspezialist für IT-Beratung  
und  
Geprüfte Berufsspezialistin für IT-Beratung**

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

**Certificate of completion of the examination in the  
recognised advanced training occupation of  
Certified Professional Specialist for IT Consultancy**

This translation has no legal status.

## 3. PROFILE OF SKILLS AND COMPETENCES

- Carry out and evaluate market and feasibility analyses
- Acquire and advise customers on the basis of market analyses
- Analyse business processes, formulate requirements for IT infrastructures and develop and document specifications from the requirements formulated
- Support requirements management, develop offers and conclude contracts
- Initiate customer projects and support the project progression
- Advise and support customers in ongoing operations and ensure provision of agreed services
- Draw up and implement training concepts
- Shape customer and supplier relationships within the scope of stakeholder management and secure long-term customer relations
- Support project management with the preparation, planning, execution and completion of projects

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

Certified Professional Specialists for IT Consultancy work at companies in virtually every economic sector. They may also work in the public sector and for associations and organisations. They work autonomously and independently to advise customers on the development of individual client IT solutions, support the implementation of such solutions, coordinate commercial and technical requirements, actively manage customer relationships and provide technical support for ongoing operations.

**(<sup>1</sup>) 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](http://www.cedefop.eu.int/transparency)

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## 5. OFFICIAL BASIS OF THE CERTIFICATE

<p><b>Name and status of the body awarding the certificate</b> Chamber of Industry and Commerce</p>	<p><b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b> Chamber of Industry and Commerce</p>
<p><b>Level of the certificate (national or international)</b>  ISCED Level 55 These qualifications are referenced to level 5 of both the German and the European Qualifications Framework (DQR, EQF); see publication of 1 August 2013 (BAnz AT 20.11.2013 B2).</p>	<p><b>Grading scale/Pass requirements (**)</b> 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.</p>
<p><b>Access to the next qualification level</b>  This advanced qualification provides access to the next qualification level, namely</p> <ul style="list-style-type: none"> <li>- Bachelor Professional in IT</li> <li>- Bachelor Professional in Technology</li> </ul> <p>as well as access to advanced programmes in higher education.</p>	<p><b>International agreements</b></p>
<p><b>Legal basis</b> Ordinance for the examination leading to the recognised advanced training qualification of Certified Professional Specialist for IT Consultancy of 09/24/2024 (Federal Law Gazette, Part I, nr 296, page 18).</p>	

## 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"> <li>1. Successful completion of the final or journeyman examination in a recognised training occupation in the area of information and communications technology</li> <li>2. Successful completion of training or a journeyman examination in another recognised training occupation and at least one year of relevant professional practical experience following the vocational education and training</li> <li>3. The acquisition of at least 60 credit points in accordance with the European Credit Transfer and Accumulation System in a course of higher education study and at least two years of professional practical experience</li> <li>4. A period of professional practical experience of at least five years</li> <li>5. Relevant vocational skills and competencies</li> </ol>
<p><b>Additional information</b> 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.</p>

**(\*\*) Note**

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