

1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über die Prüfung zum anerkannten Fortbildungsabschluss
Geprüfter Übersetzer und Geprüfte Übersetzerin**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate on completion of the recognized further training examination for
Certified translator**

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- The correct translation of the content and language of difficult specialist texts covering the entire broad range of business and commerce from and into the foreign language so that the translation has the same/equivalent intended function in the target culture,
- Writing culturally sensitive, targeted and functional texts with complex content and language in the foreign language,
- Proofreading with regard to correct language and content as well as style of the translator's own and third parties' texts, including machine translations,
- Using tools for computer-assisted translation, research and terminology management,
- The critical evaluation of sources of information,
- Oral communication in the foreign language at a high level of proficiency,
- Completion of translation orders in a customer-oriented and quality-driven manner.

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

The certified translator is capable of the independent and responsible completion of translation orders as a member of staff or as a freelancer working in particular for businesses, translation agencies, courts and notaries as well as public authorities.

(*) **Explanatory notes**

This document is designed to provide additional information about the specified certificate. It 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 Industry and Commerce <i>(Industrie- und Handelskammer, IHK)</i>	Name and status of the national/regional authority providing accreditation/recognition of the certificate Chamber of Industry and Commerce <i>(Industrie- und Handelskammer, IHK)</i>
Level of the certificate (national or international) ISCED 2011 Level 554	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 business economist (<i>Geprüfte/r Betriebswirt/in</i>) under the Vocational Training Act (BBiG) 	International agreements
Relevant legislation Regulations governing the recognized further training examination for certified translator of 8 May 2017 (Federal Law Gazette Part I p. 1159).	

6. OFFICIALLY RECOGNIZED WAYS OF ACQUIRING THE CERTIFICATE
<p>The certificate is acquired by passing the examination administered by the body mentioned in section 5 above.</p> <p>Preconditions for sitting the examination are:</p> <ol style="list-style-type: none"> 1. Successful completion of training for another recognized commercial or administrative occupation with a programme duration of three years, followed by at least one year of practical work and the acquisition of advanced business and language skills as well as translation techniques. Proof is generally presented in the form of a certificate confirming participation in a relevant qualification measure or a comparable examination administered under public law. 2. Advanced foreign language skills and knowledge of economic concepts as well as translation techniques, acquired through sufficient academic or practical activity.
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 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)