



1. TITLE OF THE CERTIFICATE (DE) (1)

**Gesellenprüfung im staatlich anerkannten Ausbildungsberuf
Bestattungsfachkraft**

(1) in original language

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)(1)

**journeyman's examination in the state-recognized training occupation Funeral services
specialist**

(1) This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- Accept and process funeral orders
- Follow funeral wishes expressed, provide support and advice to family members according due consideration to the respective grief situation (psychological grief counselling measures) and provide information on the possibilities of obtaining organisational and psychological support
- Carry out technical cemetery work
- Look after the deceased in accordance with the principles of hygiene and thanatopractice
- Provide care for the deceased in the form of transport, preservation and laying out
- Assist in conducting the funeral
- Provide information on and make offers regarding funeral insurance plans, explain financing opportunities available
- Comply with relevant legal stipulations, standards, safety regulations, rites and customs
- Work both autonomously and as part of a team
- Coordinate work with other in-company and extra-company staff involved
- Work in a customer oriented manner using modern information and communication technologies
- Plan work processes, monitor and evaluate work results
- Work and process materials and ancillary materials
- Process administrative procedures
- Assist in calculating costs and apply quality assurance and health protection measures
- Prepare and use technical documentation
- Use and maintain tools, equipment, machines and technical facilities.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE (1)

Funeral services specialists work for undertakers and in cemetery administration offices.

(1) if applicable

(*) **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.europass.cedefop.eu.int/transparency

5. OFFICIAL BASIS OF THE CERTIFICATE

Name and status of the body awarding the certificate Chamber of Crafts and Trades	Name and status of the national/regional authority providing accreditation/recognition of the certificate Chamber of Crafts and Trades
Level of the certificate (national or international) ISCED 3B German Qualifications Framework (DQR) level 4 (alignment is preliminary pursuant to "German Qualifications Framework for Lifelong Learning" - German EQF - Referencing report of 15 November 2012). Published by: Federal Ministry of Education and Research (BMBF), Berlin and Bonn; Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (Conference of the Ministers of Education and Cultural Affairs - KMK), Berlin)	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 A total of at least 50 grade points are required to pass the examination.
Access to next level of education / training Funeral master	International agreements In the field of vocational training, joint declarations on the comparability of qualifications obtained in the respective vocational training systems have been signed on the basis of bilateral agreements concluded between Germany and France and between Germany and Austria.
Legal basis Ordinance on Initial Vocational Education and Training in the Occupation of Funeral services specialist of 05/07/2007 (Federal Law Gazette, Part I, p 673) Resolution of the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany, KMK, of 15.03.2007), (Federal Gazette, No 154a of 18.08.2007)	

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Final examination administered by the competent body: <ol style="list-style-type: none"> 1. after completion of dual training in a company and at part-time vocational school (normal procedure) 2. after retraining in a recognized training occupation 3. as an external examination for working people without formal vocational qualifications or persons who have been trained at full-time vocational schools or other vocational training institutions
Additional information Entry requirements: Entry requirements are not governed by legislation; as a rule, young people are admitted after completing (nine or ten years of) general education. Duration of training: 3 years. Training in the "dual system": Teaching of the knowledge, skills and competences needed for an occupation is based on the typical requirements of work and business processes and prepares the trainees for a specific job. The training is provided in a company and at part-time vocational school: In the company, the trainees acquire practical skills in a real working environment. On one or two days per week, the trainees attend part-time vocational school, where they are taught general and vocational knowledge related to their training occupation. More information is available at: www.berufenet.arbeitsagentur.de National Europass Centre www.europass-info.de