

1. TITLE OF THE CERTIFICATE ⁽¹⁾

Kelner I

⁽¹⁾ in the original language

2. TRANSLATED TITLE OF THE CERTIFICATE ⁽¹⁾

Waiter I

⁽¹⁾ if applicable. This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCIES

A holder of the Waiter level I professional certificate:

- maintains his/her workplace in a tidy condition, prepares and decorates rooms;
- sets and maintains tables;
- welcomes customers and shows them to their table;
- presents food and drinks and advises customers;
- is familiar with the products and services and presents products;
- takes orders and communicates them to other staff members;
- serves food and drinks;
- is familiar with different methods of servicing and servicing practices;
- settles the payments with customers and assists them when they are leaving;
- cleans the tables;
- is familiar with computer software and cashier systems of the establishment;
- is familiar with the materials, tools, machines and equipment used in the establishment;
- is familiar with the principles of food and drink compatibility;
- is familiar with the technologies of food preparation and principles of menu compilation;
- has knowledge of recent trends associated with food and drink

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

A waiter works in food service establishments, such as restaurants, cafeterias, pubs, bars, nightclubs, clubs etc.

⁽¹⁾ If applicable

^(*) Explanatory note

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 available at: <http://europass.cedefop.europa.eu/en/home>

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5. OFFICIAL BASIS OF THE CERTIFICATE

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|---|--|
| Name and status of the body awarding the certificate The occupational certificate that has been issued by the professional council that operates under the activity license issued by a Awarding Body | Name and status of the national/regional authority providing accreditation/recognition of the certificate Sector Skills Council approved by a Regulation of the Government of the Republic |
| Level of the certificate (national or international) Estonian Occupational Qualifications System, level I | Grading scale / Pass requirements 1. Preparing a plan for thematic table setting (home assignment) 2. Examination of knowledge 3. Examination of practical skills Participates in the organisation of marketing and sales |
| Access to next level of education/training Waiter II | International agreements |
| Legal basis Occupational Qualifications Act (RT I 2008, 24, 156; 01.09.2008) | |

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

In order to obtain a occupational certificate, the applicant has to prove all his/her competencies required by the occupational standard and by the procedure for awarding of occupational qualification established by the body awarding the occupational qualification.

More information (including a description of the national qualifications system) available at:
www.kutsekoda.ee