

1. TITLE OF THE CERTIFICATE ⁽¹⁾

Kokk I

⁽¹⁾ in the original language

2. TRANSLATED TITLE OF THE CERTIFICATE ⁽¹⁾

Cook I

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

3. PROFILE OF SKILLS AND COMPETENCIES

- plans working time and organizes its work independently and rationally, readiness to work with a team
- adheres to hygienic requirements, guarantees food safety and food quality
- familiar with different cuisines and their specific characters
- familiar with food products' packaging signs
- familiar with the peculiarities of healthy nutrition, special nutrition and food allergies
- applies appropriate work techniques and keeps the safety of work environment
- uses safely appropriate work equipment, machinery and fixtures
- pre-treats raw material for food applying cold treatment, cooking, safekeeping methods following the quality of the raw material for food, chemical ingredients, nutritional value, areas of application, storage conditions, wastage norms and realization dates
- treats raw material for food economically, using different cooking and cold treatments
- prepares dishes in accordance with the clients' needs
- prepares cold and hot drinks
- prepares cold and warm appetizers, sandwiches, snacks
- prepares broth, soups, puree soups and national soups
- prepares different cold and warm sauces
- prepares boiled, stewed and roasted meat, minced meat and poultry dishes
- prepares fish dishes from boiled and roasted minced mass
- prepares vegetable dishes and accompaniments and mushroom dishes
- prepares pasta and groats dishes and accompaniments
- prepares curd cheese, cheese and egg dishes
- prepares cold, warm and frozen deserts
- prepares yeast, biscuit, short, puff boiled and airy pastry products
- prepares menus in compliance with the specifications, symmetry, time of the year, client's wishes and other needs of company offering catering service
- calculates the price of a food portion in compliance with the costs of the raw material for food
- organizes work in delivery counter, self-service line, buffet and fourchette table
- organizes a la carte and catering services
- serves food in compliance with instructions
- prepares reports and makes an inventory
- checks stocks in trade and orders goods pursuant to the delivery procedures and documentation
- participates in team work in shaping the quality of a product
- participates in sales if necessary, consulting clients, clearing with different means of payment

^(*)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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- serves clients if necessary in consistence with the positive comity principles and professional ethics

Skills of preparing vegetarian food and staple dishes of different cuisines along with knowledge about drinks and peculiarities of food practices of different regions would be an advantage.

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

Companies offering catering service, such as restaurant, café, canteen, bar, fast food restaurant, catering kitchen, catering-company etc.

⁽¹⁾ If applicable

5. OFFICIAL BASIS OF THE CERTIFICATE

| | |
|---|--|
| 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 Estonian Qualifications Framework, level 4 European Qualifications Framework, level 4 | Grading scale / Pass requirements 1. examination of knowledge 2. interview 3. examination of practical skills |
| Access to next level of education/training Cook level 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