

<b>1. TITLE OF THE CERTIFICATE <sup>(1)</sup></b>
<b>Baarmen, tase 4</b>
<sup>(1)</sup> in the original language

<b>2. TRANSLATED TITLE OF THE CERTIFICATE <sup>(1)</sup></b>
<b>Barman, level 4</b>
<sup>(1)</sup> if applicable. This translation has no legal status.

<b>3. PROFILE OF SKILLS AND COMPETENCIES</b>
<p>The work of a barman consists in serving of customers at the bar counter and in the table. The barman works in an enterprise providing catering and entertainment services.</p> <p>The main task of the barman is preparing, serving and selling drinks.</p> <p>A barman works independently, is ready for service, communicates with customers in a friendly way and following the good practice, advises customers, receives and fulfils orders, settles with customers and keeps the bar room in order.</p> <p>In his work the barman proceeds from customers' needs and wishes, the requirements of a specific enterprise and acts and behaves according to ethical, aesthetic and other social standards.</p> <p>Planning and organisation of work:</p> <ul style="list-style-type: none"> <li>- Planning of work</li> <li>- Ordering, receiving, storing and checking goods and resources;</li> <li>- Inventory taking.</li> </ul> <p>Serving:</p> <ul style="list-style-type: none"> <li>- Finding out of customers' wishes and giving advice;</li> <li>- Asking and communicating feedback;</li> <li>- Settling with customers.</li> </ul> <p>Preparation and serving of drinks:</p> <ul style="list-style-type: none"> <li>- Preparing drinks;</li> <li>- Serving drinks.</li> </ul> <p>Keeping work equipment and workplace in order:</p> <ul style="list-style-type: none"> <li>- Keeping work equipment and devices in order;</li> <li>- Keeping workplace and auxiliary rooms in order;</li> <li>- Maintenance of equipment.</li> </ul>

<b>4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE <sup>(1)</sup></b>
Barman, barmaid, customer service attendant

## <sup>(\*)</sup>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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(<sup>1</sup>) If applicable

## 5. OFFICIAL BASIS OF THE CERTIFICATE

<b>Name and status of the body awarding the certificate</b> The occupational certificate that has been issued by the professional council that operates under the activity license issued by a Awarding Body	<b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b> Sector Skills Council approved by a Regulation of the Government of the Republic
<b>Level of the certificate (national or international)</b> Estonian Qualification Framework, level 4 European Qualification Framework, level 4	<b>Grading scale / Pass requirements</b> passed/fail
<b>Access to next level of education/training</b> Senior Barman, EstQF level 5	<b>International agreements</b>
<b>Legal basis</b> 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](http://www.kutsekoda.ee)