



# CERTIFICATE SUPPLEMENT (\*)



## 1. TITLE OF THE CERTIFICATE ( )

**Assistant waiter**

## 2. TRANSLATED TITLE OF THE CERTIFICATE ( IS )

**Aðstoðarþjónn**

This translation has no legal status.

## 3. DESCRIPTION OF KNOWLEDGE AND SKILLS

### The Holder

- receives processed and unprocessed foodstuffs, categorizes, compares and checks the goods against the delivery note and puts them into storage
- evaluates the condition and quality of the foodstuffs according to the information given on the package, checks the temperature and general quality standards
- is familiar with the rules on traceability of goods and services as well as the handling of goods and services
- ensures the quality criteria of internal control in workplaces has been adhered to
- establishes work procedures according to the nature of the work, makes lists of orders and tasks, prioritises tasks and prepares working areas
- prepares dining and/or catering areas for functions, sets up and dresses the tables, and folds the napkins
- sets the table according to the menu and puts out appropriate glasses for the wine to be served
- takes orders from guests, answers general questions on the courses on the menu and the wines on the wine-list
- serves food and wine in a recognised professional manner following traditions in the catering trade
- has basic knowledge on the process of winemaking, brewing, fortifying wines and distilling spirits
- works in the bar and knows how to use the main tools and equipment used in bars
- clears up in the restaurant and bar according to set standards
- cashes up according to the sale system used by the restaurant

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

An assistant waiter is able to perform all general waiting duties in restaurants and bars

### (\*) 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 on transparency is available at: [www.cedefop.eu.int/transparency](http://www.cedefop.eu.int/transparency)

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#### 5. OFFICIAL BASIS OF THE CERTIFICATE

<p><b>Name and status of the body awarding the certificate</b></p> <p>An Icelandic upper secondary school operating on the basis of the Upper Secondary School Act and the National Curriculum for Upper Secondary Schools, issued by the Minister of Education, Science and Culture.</p>	<p><b>Name and position of governing body or region that looks after certifying or confirming the certificate</b></p> <p>The Ministry of Education, Science and Culture</p>
<p><b>Level of the certificate (national or international)</b></p> <p>Upper secondary school level Isced 3</p>	<p><b>Grading scale / Pass requirements</b></p> <p>1-10 Passing grade 5.</p>
<p><b>Access to next level of education/training</b></p> <p>Additional studies for a journeyman's examination in the catering trade</p>	<p><b>International agreements</b></p>
<p><b>Legal basis</b></p> <p>The Upper Secondary School Act no. 92/2008</p>	

#### 6. FRAMEWORK AND ORGANISATION OF TRAINING

<p>The average duration of the education and training programme is just over one year, organised as follows: formal education for two school terms, or 36 weeks including examinations, and 12 weeks of on-the-job training.</p> <p><b>Entry requirements</b> Primary school graduation certificate</p> <p><b>Additional information</b> Further information may be found on <a href="http://eng.menntamalaraduneyti.is/">http://eng.menntamalaraduneyti.is/</a></p> <p><b>National reference point</b> The Ministry of Education, Science and Culture, <a href="http://eng.menntamalaraduneyti.is/">http://eng.menntamalaraduneyti.is/</a></p>
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