



Title of the qualification (FI)
Title of the qualification (SV)

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Translated title of the qualification (EN)

Further Qualification for Bindery Operators (EN)

This translation has no legal status.

Profile of skills and competences

Composition of the qualification
The common modules of the qualification are **basic communications skills and knowledge and basic bindery operating skills and knowledge**. One of the following specialisation areas must also be selected: **industrial bookbinding; industrial production of journals, magazines and brochures; finishing on specific machinery or newspaper dispatch**. In addition, candidates must also select one module to demonstrate command of parallel work assignments in the occupational field and one module to demonstrate command of auxiliary assignments related to vocational competence. In addition to these, it is also possible to select the **entrepreneurship** module.
Vocational skills and competences required for completion of the qualification
Those who have completed the qualification shall:
-command post-press finishing of printed matter on individual machines or on fairly short machine lines
-be aware of the phases and processes of industrial finishing of printed matter
-be familiar with materials used in production and know how to combine these in accordance with product requirements
-understand the operations and maintenance management of the equipment, machinery and production lines that they use
-be capable of identifying the most common causes of malfunctions
-be capable of controlling and supervising the quality of products
-be familiar with the work processes used in finishing printed matter in their own specialisation area and with different equipment, machinery, production lines, materials and supplies
-know how to plan the finishing work of printed matter
-know how to select the necessary means and methods of production

Range of occupations accessible to the holder of the certificate

Those who have completed the qualification may work in demanding assignments according to their chosen specialisation area.

(*) 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 by going to: www.cedefop.eu.int/transparency
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Official basis of the certificate	
<p>Name and status of the body awarding the certificate</p> <p><i>The qualification certificate is awarded by the Qualification Committee appointed by the National Board of Education.</i></p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p><i>Ministry of Education National Board of Education, a central administrative board operating under the auspices of the Ministry of Education</i></p>
<p>Level of the certificate (national or international)</p> <p><i>EU classification level 3 Upper secondary level, ISCED 3</i></p>	<p>Grading scale/pass requirements</p> <p><i>Pass/fail</i></p>
<p>Access to the next level of education/training</p> <p><i>Confers eligibility to continue in non-university higher education, i.e. ammattikorkeakoulu/yrkeshögskola/polytechnic studies in a similar field.</i></p>	<p>International agreements</p>
<p>Legal base</p> <p><i>Vocational Adult Education Act (631/1998); Vocational Adult Education Decree (812/1998)</i></p>	

Officially recognised ways of obtaining the certificate
<p><i>The qualification is obtained by demonstrating vocational skills in competence tests. National qualification requirements have been defined in core curricula drawn up by the National Board of Education. Education and training leading to the qualification is arranged when necessary. This involves drawing up an individual study plan which includes a learning plan and a competence test plan.</i></p>
<p>Entry requirements</p> <p><i>Qualifications may be completed irrespective of how the vocational skills and competences have been obtained.</i></p> <p>Additional information</p> <p><i>The organisation and supervision of competence tests is the responsibility of Qualification Committees. The Qualification Committees represent employers, employees, teachers and, when necessary, entrepreneurs in the field.</i></p> <p>National reference point (NRP) National Board of Education P.O. Box 380 FI-00531 Helsinki, Finland recognition@oph.fi More information (including a description of the national qualifications system) is available by going to: www.oph.fi/info/recognition</p>