

<b>1. TITLE OF THE CERTIFICATE (DE) <sup>(1)</sup></b>
<b>Lehrabschlussprüfungszeugnis Prozesstechnik</b>
<sup>(1)</sup> in original language

<b>2. TRANSLATED TITLE OF THE CERTIFICATE (EN) <sup>(2)</sup></b>
<b>Certificate of Apprenticeship 'Process Engineering' (f/m)</b>
<sup>(2)</sup> This translation has no legal status.

<b>3. PROFILE OF SKILLS AND COMPETENCES</b>
<ul style="list-style-type: none"> <li>• reading and application of technical documents such as sketches, drawings, work instructions, flow charts, operating instructions, service plans, maintenance plans and circuit diagrams, also using mobile devices</li> <li>• specification of work steps, work equipment and working methods</li> <li>• appropriate selection, procurement, and inspection of the required material</li> <li>• planning of the use of tools, devices and technical manufacturing aids for manufacturing machines and manufacturing installations</li> <li>• selection, acceptance, examination for usability, and storage of company-specific raw materials, additives and auxiliary materials</li> <li>• equipping, conversion and feeding as well as setup and startup of company-specific production installations (manufacturing machinery, production facilities)</li> <li>• operation, monitoring and controlling of the workflows of company-specific production installations (manufacturing machinery, production facilities) as well as identification and elimination of simple process disruptions in the production process and carrying out of process controls</li> <li>• evaluation and assessment of company data and process records as well as introduction of corrective measures in the event of an incident</li> <li>• development of process optimisations with the goal of continuous improvement, e.g. by using assistance systems such as robots, data glasses, manipulation and transport systems</li> <li>• monitoring and safeguarding of product quality</li> <li>• use of company-specific information and communication technology and of company-specific applications (e.g. ERP systems, logistics systems and office applications for maintaining the shift log, for data input, fault records, etc.)</li> <li>• maintenance, servicing and simple repair of company-specific production installations (manufacturing machinery, production facilities)</li> <li>• performance of all tasks taking into consideration relevant norms and quality, safety and environmental standards</li> <li>• recording, presentation and evaluation of work results also by using digital information and communication technology</li> <li>• appropriate written and oral command of language and specialist terminology as well as use of job-related foreign language</li> </ul>

<b>4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE <sup>(3)</sup></b>
<b>Range of occupations:</b> Employment including in enterprises of industry, the crafts and trades in all sectors where automated production facilities are used
s <sup>(3)</sup> if applicable

**(\*) Explanatory note**

This document has been developed with a view to providing additional information on individual certificates; it has no legal effect in its own right. These explanatory notes refer to the Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass).

More information on Europass is available at: <http://europass.cedefop.europa.eu> or [www.europass.at](http://www.europass.at)

## 5. OFFICIAL BASIS OF THE CERTIFICATE

<b>Name and status of the body awarding the certificate</b>  Lehrlingsstelle der Wirtschaftskammer  (Apprenticeship Office of the Economic Chamber; for the address, see certificate)	<b>Name and status of the national/regional authority providing accreditation/recognition of the certificate</b>  Bundesministerium für Digitalisierung und Wirtschaftsstandort (Federal Ministry for Digital and Economic Affairs)
<b>Level of the certificate (national or international)</b>  NQF/EQF 4 ISCED 35	<b>Grading scale / Pass requirements</b>  Overall performance: Pass with Distinction Good Pass Pass Fail
<b>Access to next level of education/training</b> Access to the <i>Berufsreifeprüfung</i> (i.e. certificate providing university access for skilled workers) or a vocational college for people under employment. Access to relevant courses at a <i>Fachhochschule</i> (i.e. university level study programme of at least three years' duration with vocational-technical orientation); additional examinations must be taken if the educational objective of the respective course requires it.	<b>International agreements</b> Between Germany, Hungary, South Tyrol and Austria, international agreements on the mutual automatic recognition of apprenticeship-leave examinations and other vocational qualifications have been concluded. Information on equivalent apprenticeship occupations can be obtained from the Federal Ministry for Digital and Economic Affairs.
<b>Legal basis</b> 1. Training Regulation for Process Engineering BGBl. II (Federal Law Gazette) No. 138/2019 (company-based training) 2. Curriculum framework (education at the vocational school for apprentices) 3. The present apprenticeship trade replaces the apprenticeship trade Process Engineering (Training Regulation and Examination Regulation BGBl. II [Federal Law Gazette] No. 125/2015), which expired as of 31.05.2019.	

## 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

1. Training in the framework of the given Training Regulation for Process Engineering and of the curriculum of the vocational school for apprentices. Admission to the final apprenticeship examination upon completion of the apprenticeship period specified for the apprenticeship trade concerned. The final apprenticeship examination aims to establish whether the apprentice has acquired the skills and competences required for the respective apprenticeship trade and is able to carry out the activities particular to the learned trade herself/himself in an appropriate manner.  2. Admission to the final apprenticeship examination in accordance with Article 23 (5) of the <i>Berufsausbildungsgesetz</i> (Vocational Training Act). An applicant for an examination is entitled to sit the final apprenticeship examination without completing a formal apprenticeship training if she/he has reached 18 years of age and is able to prove acquisition of the required skills and competences by means of a relevant practical or an on-the-job training activity of appropriate length, by attending relevant courses etc.
<b>Additional information:</b>  <b>Entry requirements:</b> successful completion of 9 years of compulsory schooling  <b>Duration of training:</b> 3,5 years  <b>Enterprise-based training:</b> Enterprise-based training comprises $\frac{4}{5}$ of the entire duration of the training and focuses on the provision of job-specific skills and competences according to Article 2 of the Training Regulation, BGBl. II (Federal Law Gazette) No. 138/2019, enabling the apprentice to exercise qualified activities as defined by the profile of skills and competences specified above.  <b>Education at vocational school:</b> School-based education comprises $\frac{1}{5}$ of the entire duration of the training. The vocational school for apprentices has the tasks of imparting to apprentices the basic theoretical knowledge, of supplementing their enterprise-based training and of widening their general education in the framework of subject-

oriented part-time instruction.

**More information** (including a description of the national qualification system) is available at:  
[www.zeugnisinfo.at](http://www.zeugnisinfo.at) and [www.edusystem.at](http://www.edusystem.at)

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