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|  | Supplement to vocational qualification certificate(\*) | http://upload.wikimedia.org/wikipedia/commons/thumb/8/84/Flag_of_Latvia.svg/125px-Flag_of_Latvia.svg.pngLatvia |

Series of vocational qualification certificate \_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_

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| **1. Title of the vocational qualification certificate(1)** |
| ☐ Atestāts par arodizglītību  ☐ Profesionālās kvalifikācijas apliecība  Profesionālā kvalifikācija: **Frizieris** |
| (1) in the original language |

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| **2. Translation of the title of the vocational qualification certificate(2)** |
| ☐ A certificate of vocational basic education  ☐ A vocational qualification certificate  Vocational qualification: **Hairdresser\*\*** |
| (2) If applicable. This translation has no legal status. |

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| **3. Competence profile** |
| A hairdresser assesses the client's needs and carries out the hairdressing work in compliance with epidemiological safety requirements.  Has acquired the competences required to perform the following professional duties and tasks:  3.1. Organisation of the hairdresser's workplace and environment:  ‒ ensure that the hairdresser's workplace complies with hygiene and safety requirements;  ‒ provide professional hairdressing tools, equipment, consumables and hair products;  ‒ handle hairdressing tools and equipment in accordance with hygiene and safety requirements;  ‒ prepare the hairdresser's workplace;  ‒ observe personal hygiene and sanitation standards;  ‒ prepare and complete customer service work.  3.2. Preventive and therapeutic scalp and hair treatments:  ‒ assess the condition of the scalp and hair;  ‒ determine the texture and quality of the hair;  ‒ choose the right products for the scalp type and hair texture;  ‒ wash the client's head and hair according to the technological process;  ‒ give the client a head massage according to the technological process;  ‒ recommend scalp and hair care products.  3.3. Cutting hair:  ‒ determine the structure and natural direction of hair growth;  ‒ recommend hair cut shapes, taking into account the client's preferences and morphological characteristics;  ‒ develop technological charts/schematics for hair cutting;  ‒ provide haircuts for children, ladies and gentlemen.  3.4. Cutting and/or shaving of moustache, beard and sideburns:  ‒ determine the structure and natural growth direction of the moustache, beard and sideburns;  ‒ recommend the shape of the moustache, beard and sideburns, taking into account the client's wishes and the morphological features of the face;  ‒ draw up technological charts/schematics for moustache, beard and sideburns, haircut;  ‒ cut the client's moustache, beard and sideburns;  ‒ shave the client's face and/or head.  3.5. Hair styling and hair design:  ‒ plan the technological process of hairstyling;  ‒ create a variety of ladies' hairstyles from different hair lengths;  ‒ create a variety of gentlemen's hairstyles from different hair lengths;  ‒ use hair styling products;  ‒ use artistic means of expression in hairstyling;  ‒ use hair accessories.  3.6. Hair colouring, bleaching and chemical treatment:  ‒ carry out scalp and hair diagnosis before hair bleaching and chemical treatments;  ‒ choose the right products for the chemical process used to treat the hair;  ‒ dye hair;  ‒ bleach hair;  ‒ carry out chemical long-wave process;  ‒ carry out chemical hair straightening.  3.7. Use of natural/artificial hair products:  ‒ choose natural/artificial hair for styling;  ‒ create hairstyles using natural/artificial hair products;  ‒ use the appropriate accessories and products for the hair extension process;  ‒ apply hair extensions according to the technological process;  ‒ remove hair extensions;  ‒ care of hair products form natural and artificial hair.  3.8. Observance of the basic principles of professional practice:  ‒ communicate in the national language;  ‒ communicate in one foreign language;  ‒ apply mathematical skills and natural science skills to perform professional tasks;  ‒ use information and communication technologies to perform professional tasks;  ‒ respect the requirements of occupational health and safety, fire safety, electrical safety and environmental protection;  – respect employment relationship;  ‒ observe principles of professional and general ethics;  ‒ constantly improve professional knowledge and skills;  ‒ perform one's duties in accordance with business principles.  Additional competences:   * *<<To be completed by the education institution>>;* * *...;* * *...;* * *...* |

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| **4. Employment opportunities in line with the vocational qualification(3)** |
| Work in a hairdressing salon or beauty salon. |
| (3) If possible |

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| **5. Description of the document certifying vocational qualification** | |
| **Name and status of the body issuing the vocational qualification certificate** | **National authority providing recognition of the vocational qualification certificate** |
| *<<Full name, address, telephone number, website address; e-mail address of the issuing body.* *Legal status of the issuing body>>* | Ministry of Education and Science of the Republic of Latvia, website: [*www.izm.gov.lv*](http://www.izm.gov.lv) |
| **Level of the vocational qualification certificate**  **(national or international)** | Assessment scale/Assessment attesting fulfilment of the requirements |
| State-recognised document, corresponding to the third level of the Latvian Qualifications Framework (LQF 3) and the third level of the European Qualifications Framework (EQF 3). | A mark of at least "average - 5" in the vocational qualification examination (using a 10-point scale). |
| **Access to the next level of education** | **International treaties or agreements** |
| A certificate of vocational basic education or secondary education enables further education at LQF level 4/ EQF level 4. | *<<If applicable.* *To be completed by the education institution in case international treaties or agreements provide for the issue of additional certificates. If not applicable, delete comment>>* |
| **Legal basis** | |
| Vocational Education Law (Section 6) | |

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| **6. Means of obtaining the vocational qualification certificate** | | | |
| ☐ Formal education:  ☐ Full-time  ☐ Full-time (work-based training)  ☐ Part-time | | ☐ Education acquired outside the formal education system | |
| **Total duration of training\*\*\*** (hours/years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| **A: Description of the vocational training received** | B: Percentage of total (100%) programme | | C: Duration (hours/weeks) |
| Part of the education programme completed in the education institution | *<<Indicate the amount (%) of the education programme completed on the premises of the education institution>>* | | *<<Indicate the amount (in hours or training weeks) of the education programme completed on the premises of the education institution>>* |
| Part of the education programme completed in workplace internship, including work-based training | *<<Indicate the amount (%) of the education programme completed outside the premises of the education institution,*  *i.e. practical training in enterprises, workplace internships, work-based training>>* | | *<<Indicate the amount (in hours or training weeks) of the education programme completed outside the premises of the education institution,*  *i.e. practical training in enterprises, workplace internships, work-based training>>* |
| \*\*\* Applicable to formal education.  **Further information available at:**  [*www.izm.gov.lv*](http://www.izm.gov.lv)  [*https://visc.gov.lv/profizglitiba/stand\_saraksts\_mk\_not\_626.shtml*](https://visc.gov.lv/profizglitiba/stand_saraksts_mk_not_626.shtml)  **National Information Centre:**  National Europass Centre in Latvia, [*http://www.europass.lv/*](http://www.europass.lv/) | | | |