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| **E:\IKVD_darbs\VISC_projekts_8_5_2\Europass_un_modular_projekts_2018\EUROPASS_PIELIKUMI_Aktualie\2_EUROPASS_pielik_jauns_form_ar_shana\Aktualais_no_2020_maija\Europass-Full-Colour-Brand-Mark.png** | 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: **Šūšanas iekārtu operators** |
| (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: **Sewing Machine Operator** |
| (2)If applicable. This translation has no legal status. |

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| **3. Competence profile** |
| A sewing machine operator sews sewn products (hereinafter referred to as 'products'), their assemblies and parts according to the given technological instructions, working speed and quality requirements. A sewing machine operator is a specialisation of the "Sewer" occupation. The occupation of a sewing machine operator is subject to the duties and tasks of the "Sewer" occupation.  Has acquired the competences required to perform the following professional duties and tasks:  3.1. Familiarisation with the work assignment:  − familiarise oneself with a sample of the product;  − familiarise oneself with the processing sequence of the product.  3.2. Preparing sewing machines for the work process:  − assess the suitability of the sewing machines for the work to be carried out;  − prepare and install the necessary accessories for the sewing machines;  − adapt the sewing machines to the specific operation;  − change the needle in the sewing machine at the start of each shift.  3.3. Performing the specific operation of the product:  − choose the cut parts for a specific assembly;  − prepare the workplace for the task to be carried out;  − choose the sewing sequence of the parts according to the layers;  − check all parts according to the sequence of technological processing;  − assess the quality of the cut product;  − sew the specific assembly;  − check the quality of the fabric of the parts during sewing.  3.4. Supervision of own work:  − periodically check the quality of the stitching (including after the first stitch, after changing the thread and needle);  − repair defects in the sewing process;  − assemble the sewn parts in sequence before the next operation.  3.5. Organising own workplace at the end of one's shift:  − disconnect the sewing machines from power supply;  − clean dust from sewing machines;  − organise tools and accessories;  − tidy up the work desk and workplace.  3.6. Carrying out work of an organisational nature:  − comply with labour protection rules;  − cooperate with colleagues;  − organise work complying with deadlines, resources and quality requirements;  − complete internal documentation.  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 sewing production companies. | |
| (3) If possible | |
| **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/) | | | |