

1. Title of the certificate ^(TR)
Bar Görevlisi Mesleki Yeterlilik Belgesi (Seviye 4)
⁽¹⁾ In the original language

2. Translated title of the certificate (EN)
Bartender VQA Vocational Qualification Certificate (Level 4)
⁽¹⁾ If applicable. This translation has no legal status.

3. Profile of skills and competences		
A typical holder of the certificate is able to:		
UNIT CODE	TYPE	UNITS
12UY0094-4/A1	MANDATORY	Occupational Health and Safety Activities and Environmental Protection Legislation <ul style="list-style-type: none"> Analyses the Occupational Health and Safety and Environmental Protection Legislation and their methods. Analyses the environmental risk factors and their impacts.
12UY0094-4/A2	MANDATORY	Food Safety and Quality Management System <ul style="list-style-type: none"> Analyses the activities related to the implementation of the Food Safety and Quality Management System. Establishes control measures for the conformity of food safety and the quality of work done. Analyses continuous improvement activities to increase guest satisfaction.
12UY0094-4/A3	MANDATORY	Work Organisation <ul style="list-style-type: none"> Performs personal preparation. Provides coordination between shifts. Establishes communication between subordinates and superiors. Supervises subordinates. Performs activities in area of responsibility.
12UY0094-4/A4	MANDATORY	Pre-Service Operations <ul style="list-style-type: none"> Provides the cleanliness and order of the work area. Determines the materials to be used at the bar. Arranges the bar cabinets and shelves. Prepares eatable ornaments and cruet sets used in the beverage service. Prepares snacks for service. Cleans the service tools and glasses.
12UY0094-4/A5	MANDATORY	Service Operations <ul style="list-style-type: none"> Takes orders. Deals with the guests' wishes and complaints. Deals with the accidents during service. Solves problems at workflow. Receives the check cost.
12UY0094-4/A6	MANDATORY	Hot Drinks Service <ul style="list-style-type: none"> Serves brewed or bag tea (black or herbal). Serves Turkish coffee. Serves filter coffee. Serves espresso with traditional methods. Serves hot chocolate. Serves sahlep. Prepares and serves French press. Serves mulled red wine.
12UY0094-4/A7	MANDATORY	Cold Beverages Service <ul style="list-style-type: none"> Serves white, rose and sparkling wine. Serves red wine. Serves beer. Serves high alcoholic beverages. Serves non-alcoholic beverages.
12UY0094-4/A8	MANDATORY	Preparing Cocktail <ul style="list-style-type: none"> Prepares cocktail in the glass. Prepares cocktail in the mixing bowl. Prepares cocktail in the shaker. Prepares cocktail with the whisker. Prepares cocktail in the blender.
12UY0094-4/A9	MANDATORY	End of Day/Shift Operations <ul style="list-style-type: none"> Tidies bar tools and equipment. Cleans the bar closets and countertops. Stores the drinks. Cleans the inside of the bar when the enterprise is close. Cleans tools and equipment when the enterprise is closed. Accepts gifts given by guests in accordance with the business practices. Applies business practices related to lost and found items.
12UY0094-4/A10	MANDATORY	Periodical Operations <ul style="list-style-type: none"> Performs periodic cleaning operations in the bar area. Participates in works for identifying and preventing pests. Helps preparing the inventory.

12UY0094-4/A11	MANDATORY	Activities Related to Professional Development <ul style="list-style-type: none"> Analyses professional publications, innovations and technological developments. Analyses the on-the-job training program of the newly working personnel.
12UY0094-4/B1	OPTIONAL	Foreign Language <ul style="list-style-type: none"> Has listening skill at B1 level at foreign language. Has reading skill at A2 level at foreign language. Has conversation skill at B1 level at foreign language. Has verbal expression skill at B1 level at foreign language. Has written expression skill at A2 level at foreign language.

4. Range of occupations accessible to the holder of the certificate (1)
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(1) If applicable

(*) 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.
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5. Official basis of the certificate	
Name and status of the body awarding the certificate Bartender (Level 4) Vocational Qualification Certificate, is awarded by Authorised Certification Bodies authorised by Vocational Qualification Authority. The list of Authorised Bodies available at: http://www.myk.gov.tr/ybk	Name and status of the national/regional authority providing accreditation/recognition of the certificate Vocational Qualification Authority (Mesleki Yeterlilik Kurumu) Ziyabey Caddesi 1420. Sokak No:12 Balgat Çankaya/ANKARA TURKIYE www.myk.gov.tr
Level of the certificate (national or international) ISCO 08: 5132 and Level 4- Turkish Qualifications Framework Detailed information on Turkish Qualifications Framework available at: http://www.tyc.gov.tr	Grading scale / Pass requirements It is required that the candidate must be successful at the stages of A1,A2,A3,A4,A5,A6,A7,A8,A9,A10,A11,B1 for obtaining Bartender (Level 4) Vocational Qualification Certificate.
Access to next level of education/training -	International agreements -
Legal basis Vocational Qualification Authority Law No. 5544	

6. Officially recognised ways of acquiring the certificate
This document is prepared for candidates applying to authorised certification bodies, in the case of meeting the performance criteria after theoretical and applied assessments are made and each required unit for obtaining the qualification is successfully completed. The performance criteria and assessment rates may be different for each qualification. Entry requirements There is not an entry requirement for this national qualification. Information 12UY0094-4 - 23/07/2014 Rev. No:01 Additional information It is an equitable, transparent and confidential system including rules and activities regarding the development and application of technical and vocational education standards and qualifications, and accreditation, authorisation, audit, assessment, certification related to them, based on national and international occupational standards. The levels of VQA Vocational Qualification Certificates in relation to Turkish Qualifications Framework are defined as a result of comparing the learning outcomes of the related national qualification to TQF level descriptors. TQF level descriptors, defining the minimum learning outcomes required for the qualifications levelled according to TQF, are available at http://www.tyc.gov.tr/st . Since TQF is referenced to European Qualifications Framework (EQF), eight TQF levels correspond to eight EQF levels. Level 4 qualifications for which this certificate herein is issued are defined as "Employee exercises self-management for the work or study activities that are usually predictable, but are subject to change; supervises the routine work of others, taking some responsibility for the evaluation and improvement of work or study activities." More information (including a description of the national qualifications system) available at: Vocational Qualifications Authority www.myk.gov.tr www.tyc.gov.tr Europass www.europass.gov.tr https://europass.cedefop.europa.eu/

