



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Yrkeshögskoleexamen

Internationell inköpare

2. TRANSLATION OF CERTIFICATE TITLE

Higher Vocational Education Diploma

International Purchaser

This translation has no legal status.

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of the purchasing process in global purchasing and supplier evaluation.
- Knowledge of profitability assessment, product range analysis and customer-oriented purchasing.
- Knowledge of the logistical flow and the administration of an import business.
- Knowledge of laws and agreements in international purchasing, intercultural communication and negotiation techniques.
- Knowledge of risks in an import business and project management.
- Knowledge of verbal and written business English.
- Knowledge of customs procedures.
- Skills in identifying and evaluating suppliers in a global market.
- Skills in negotiating and making decisions on international purchasing.
- Skills in leading purchasing projects.
- Skills in drawing up the necessary documents for the implementation of international purchases.
- Skills in analysing, planning and implementing effective logistical solutions.
- Skills in initiating and maintaining important international business contacts.
- Skills in communicating with different stakeholders in the English language.
- Skills in being able to perform a public procurement.
- Skills in taking external factors into account in decision-making.
- Skills in establishing financial calculations with computer support.
- Competence to purchase goods and services in a global market.
- Competence to create and maintain good supplier relationships.
- Competence to commercially drive profitable purchasing projects.
- Competence to initiate and maintain purchase-promoting internal and external relationships.
- Competence to take into account the environmental and social aspects of the purchase.
- Competence to be able to plan and implement marketing measures for purchased products.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

International Purchaser, Purchasing Assistant, Purchasing Manager, Product Manager/Product Assistant, Supply Chain Planner and Online Purchaser

5. OFFICIAL STATUS OF THE CERTIFICATE

Name and address of the awarding institution	Name and address of the public authority issuing awarding entitlement to education providers
	The Swedish National Agency for Higher Vocational Education Box 145, 721 05 Västerås Sweden www.myh.se
Diploma level (national or international designation)	Grading scale
SEQF/EQF:	Fail (Icke godkänt - IG) Pass (Godkänt - G) Pass with Distinction (Väl godkänt - VG)

6. OFFICIALLY RECOGNISED MANNER OF OBTAINING THE DIPLOMA

Description of vocational education and training received	Per cent of whole programme (%)	Length (weeks)
• College/education centre		weeks
• Placement – Learning in a work environment		weeks
Total teaching/study duration resulting in diploma		weeks
Further information		
The Higher Vocational Education Diploma requires a minimum of a Pass (Godkänt) in all courses. Five HVE credits correspond to one week of full-time studies.		
A Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 200 Higher Vocational Education credits (HVE credits).		
An Advanced Higher Vocational Education Diploma is awarded if the study programme comprises a minimum of 400 HVE credits, at least one quarter of programme time is spent on student placement, and the student has completed an independent project.		
Entry requirement is successful completion of upper secondary education.		
For more information on higher vocational education, please visit the website of the Swedish National Agency for Higher Vocational Education: www.myh.se		

(*) 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 available at: <http://europass.cedefop.europa.eu>

© European Communities 2002