



APPENDIX TO DIPLOMA (*)



SWEDEN

1. EXAMENSBEVISETS BENÄMNING

Yrkeshögskoleexamen

Service Management för tunga fordon

SUN-kod: 345a

Ledarskap, organisation och styrning

2. TRANSLATION OF DIPLOMA TITLE

Diploma in Higher Vocational Education

Service Manager - Heavy Vehicles

SUN code: 345a

Leadership, organisation and management

This translation has no legal status.

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of working as an aftermarket service manager and supervisor within the sector.
- Knowledge about the structure and conditions of a business.
- Knowledge of business finance which is relevant to a service manager.
- The ability to communicate with personnel, suppliers and customers.
- The ability to use IT to assist in business activities.
- Knowledge about IT security and IT law.
- Knowledge about quality and environmental issues, as well as the systems for dealing with these.
- The ability to work with tenders, purchasing and project management.
- The ability to read documents and manage business communications in English.
- The ability to exploit opportunities within e-commerce and practical conditions within the aftermarket.
- Skills in leadership, including personnel and skills development.
- Skills in negotiation and conflict management.

4. PROFESSIONS AVAILABLE FOR HOLDERS OF THE DIPLOMA

Supervisor, service manager, head of service, foreman

5. OFFICIAL STATUS OF THE DIPLOMA

Name, status and address of the institution awarding the diploma	Name, status and address of the public authority issuing the entitlement to award a diploma to education providers The Swedish National Agency for Higher Vocational Education Postal Address: Box 145, S-721 05 Västerås www.yhmyndigheten.se
Diploma Level (national or international designation) NQF/EQF: <i>scale not yet established</i> ISCED – scale:	Grading Scale 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 (hours/weeks/months/years)
• College/education centre		weeks
• Placement – Learning in a work environment		weeks
Total teaching/study duration resulting in diploma		weeks/years

Further information

A higher vocational programme may be of 200 vocational credits, equivalent to one full academic year, or 400 vocational credits, corresponding to two full academic years. If the criteria in Chapter 2, Section 13 of the Ordinance (2009:130) on higher vocational education are fulfilled, a Diploma in Higher Vocational Education is obtained. If the criteria in Chapter 2, Section 14 of the Ordinance (2009:130) on higher vocational education are fulfilled, an Advanced Diploma Higher Vocational Education is obtained.

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.yhmyndigheten.se

(*) Explanatory notes

This document is intended to provide additional information about the specified diploma and has no legal status in itself. It is based on Council Resolution 93/C No. 49/01 of 3 December 1992 on the transparency and clarity of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency and clarity of vocational education certificates, and the European Parliament and Council Recommendation 2001/613/EC of 10 July 2001 on mobility within the Union of students, persons undergoing vocational training, volunteers, teachers and educators.

Further information on transparency and clarity may be obtained from: www.cedefop.eu.int/transparency

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