



APPENDIX TO DIPLOMA (*)



1. EXAMENSBEVISETS BENÄMNING

Kvalificerad Yrkehögskoleexamen

Strategisk inköpare

2. TRANSLATION OF DIPLOMA TITLE

Advanced Diploma in Higher Vocational Education

Strategic Purchaser

This translation has no legal status

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of the purchasing function's strategic importance.
- Knowledge of a purchasing organisation's structure.
- Knowledge of the procurement process and its control.
- Knowledge of project management.
- Knowledge of negotiation techniques.
- Knowledge of durability, quality and environmental management.
- Knowledge of the Swedish Public Procurement Act and other laws and ordinances applicable to the area.
- Knowledge of the market's current business systems and other software within the purchasing area.
- Knowledge of communication processes.
- Knowledge of the impact of purchasing on production economics.
- Skills in drawing up tender request documentation and requirements specifications.
- Skills in planning purchases, collecting and evaluating tenders or quotations, producing compilations and calculations.
- Skills in budgeting and costing.
- Skills in strategically planning and conducting various types of negotiations.
- Skills in drafting agreements and contracts and drawing up other legal documents.
- Ability to speak and write fluent English in a business context.
- Skills in establishing strategies for cost efficiency.

4. PROFESSIONS AVAILABLE FOR HOLDERS OF THE DIPLOMA

Purchaser, Procurer

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.myh.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
<p>Further information</p> <p>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.</p> <p>Entry requirement is successful completion of upper secondary education.</p> <p>For more information on higher vocational education, please visit the website of the Swedish National Agency for Higher Vocational Education: www.myh.se</p>		

(*) 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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