



CERTIFICATE SUPPLEMENT (*)



SWEDEN

1. CERTIFICATE TITLE

Yrkehögskoleexamen

Arbetsledare för kyrkogårdar och parker

2. TRANSLATION OF CERTIFICATE TITLE

Higher Vocational Education Diploma

Cemetery and Park Foreman

This translation has no legal status.

3. SKILLS AND KNOWLEDGE PROFILE

The holder of this document has

- Knowledge of the function and management of open spaces.
- Knowledge of the work process of minor open space construction projects.
- Knowledge of the regulations concerning and the management of historical cultural heritage environments.
- Knowledge of labour law.
- Knowledge of the decision-making process in administrations.
- Knowledge of plants and their use, care and requirements regarding location.
- Skills to supervise and impart knowledge to a work team
- Skills to establish ground coverage and vegetation on relatively small areas of land.
- Skills to draw up management plans and practical care guidelines for an open space facility.
- Skills to independently assess management measures.
- Skills to handle the machines required for the work tasks in this field.
- Skills to solve any work-related problems that arise.
- Skills to communicate both orally and in writing and with the necessary clarity.
- Skills to work in a quality-conscious manner.
- Skills to socialise with people in a variety of emotional states.
- Competence to independently manage and maintain cemeteries and parks, including some financial responsibility.
- Competence to manage and conduct minor projects within this field, and a desire to continue his/her own personal development within the line of work.
- Competence to work creatively and in a reflecting and critical manner.
- Competence to work as a cemetery and park foreman within administrations that are controlled by the Act of Burials and municipal administrations, with the demands regarding special knowledge and ethics that each administrative area has.

4. PROFESSIONS AVAILABLE FOR THE HOLDER OF THE CERTIFICATE

Park administration foreman and Cemetery foreman

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 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.

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