

1. Name of the Certificate ¹

Field of study 3436 K bindery operator, book binding operator, bindery machine operator

2. Translated title of the Certificate ²

Operátor knihárskych technológií (sk)

3. Profile of skills and competences

The holder of the certificate is able to:

- prepare a work plan and determine the procedure based on the parameters of the assigned order and the production documents,
- prepare bookbinding materials and determine a work plan,
- use working tools, implements and devices necessary for setting up the bookbinding machine and the bookbinding line,
- select, set and evaluate the parameters of bookbinding machines and equipment and bookbinding production lines by using automation elements, computer technology and control programs of bookbinding production lines,
- perform simple maintenance and eliminate simple faults on bookbinding machines and equipment,
- process soft bindings and hard book bindings on single-purpose bookbinding machines and on bookbinding lines,
- perform inspection and qualitative tests of bookbinding products,
- record and document technical data about the work progress and work results,
- perform bookbinding work while taking into account the relevant safety regulations, standards of printing production,
- master basic and special bookbinding techniques and technologies, observe the technological theory,
- observe the principles of safety at work and occupational hygiene,
- apply the principles of environmental protection.

4. Range of occupations accessible to the holder of the certificate ³

The graduate can find employment in the field of finishing of printed media and in the field of bookbinding production in work activities related to the operation of the most modern electronically controlled bookbinding technologies.

Examples of possible job positions: technician for final processing, bookbinding technology operator, bookbinder.

¹ In the original language. | ² If applicable. This translation is not legally binding. | ³ If applicable.

The Certificate Supplement provides additional information to the certificate and as such it is not legally binding. Its format is based on the Decision No 2018/646 of the European Parliament and of the Council of 18th April on a common framework for the provision of better services in the field of skills and qualifications (Europass) and on repealing Decision No 2241/2004/EC.

For the purposes of a document issued in Slovakia, a certificate encompasses any document as specified in the Decree of the Ministry of Education of the Slovak Republic No. 326/2008 Coll. on the Types and Pertinent Details of Certificates and other Educational Forms, including Methods for their Recording and Archiving.

5. Official basis of the certificate

Body awarding the certificate

Authority providing accreditation / recognition of the certificate

Ministry of Education, Science, Research and Sport of the Slovak Republic
 Stromová 1
 813 30 Bratislava
 Phone: +421 2/59 374 111
www.minedu.sk

Level of the certificate (national or European) ¹

Grading scale / Pass requirements

Full secondary vocational education
 SKQF/EQF: 4
 ISCED 354

1 – excellent
 2 – praiseworthy
 3 – good
 4 – sufficient
 5 – insufficient

Access to next level of education / training ¹International agreements on the recognition of qualifications ¹

University, 1st degree, ISCED 655, 645, 665
 University, 2nd degree, ISCED 766, 767

Legal basis

Act No. 245/2008 Coll. on Education and Training (Education Act) and on amendment of certain acts; Act No. 61/2015 Coll. on Vocational Education and Training and on amendment of certain acts; Decree of the Ministry of Education of the Slovak Republic no. 318/2008 Coll. on the completion of studies at secondary schools, as amended.

6. Officially recognised ways of acquiring the certificate

Successful completion of the four-year training program in the given field of study by passing the school leaving examination.

7. Additional information

After successful completion of the training program in the given field of study the graduates receive a certificate confirming their passing of the school leaving examination and a vocational certificate.

Entry requirements ¹

- lower secondary education, ISCED 244
- fulfilment of prerequisites in the admission procedure

More information (including a description of the national qualifications system)

Ministry of Education, Science, Research and Sport of the Slovak Republic, Study and Training Group
<https://www.minedu.sk/18673-sk/studijne-a-ucebne-odbory-sauo/>

National Europass Centre

State Vocational Education Institute
 Bellova 54/a,
 837 63 Bratislava
europass@siov.sk
www.europass.sk



¹ If applicable