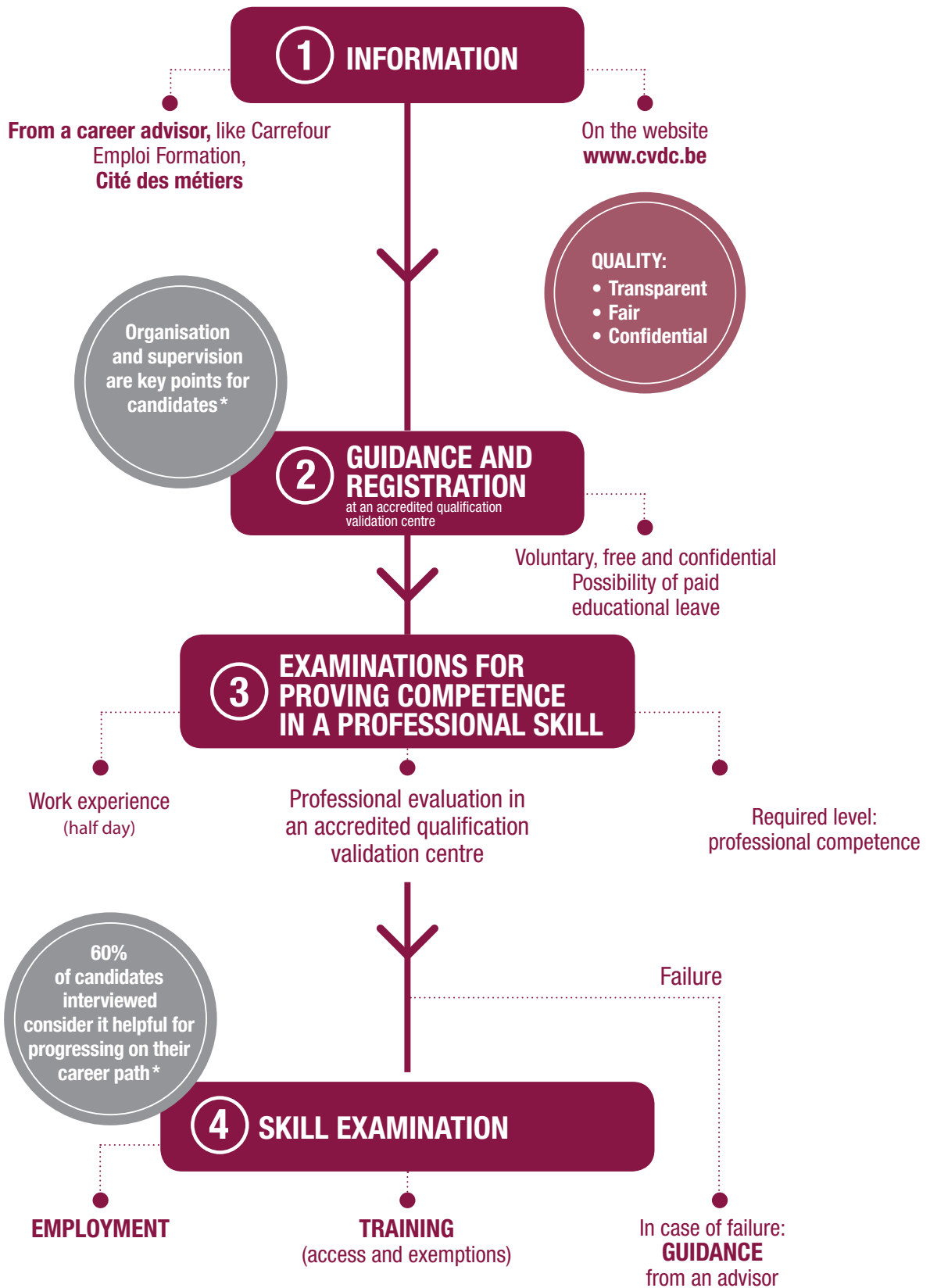


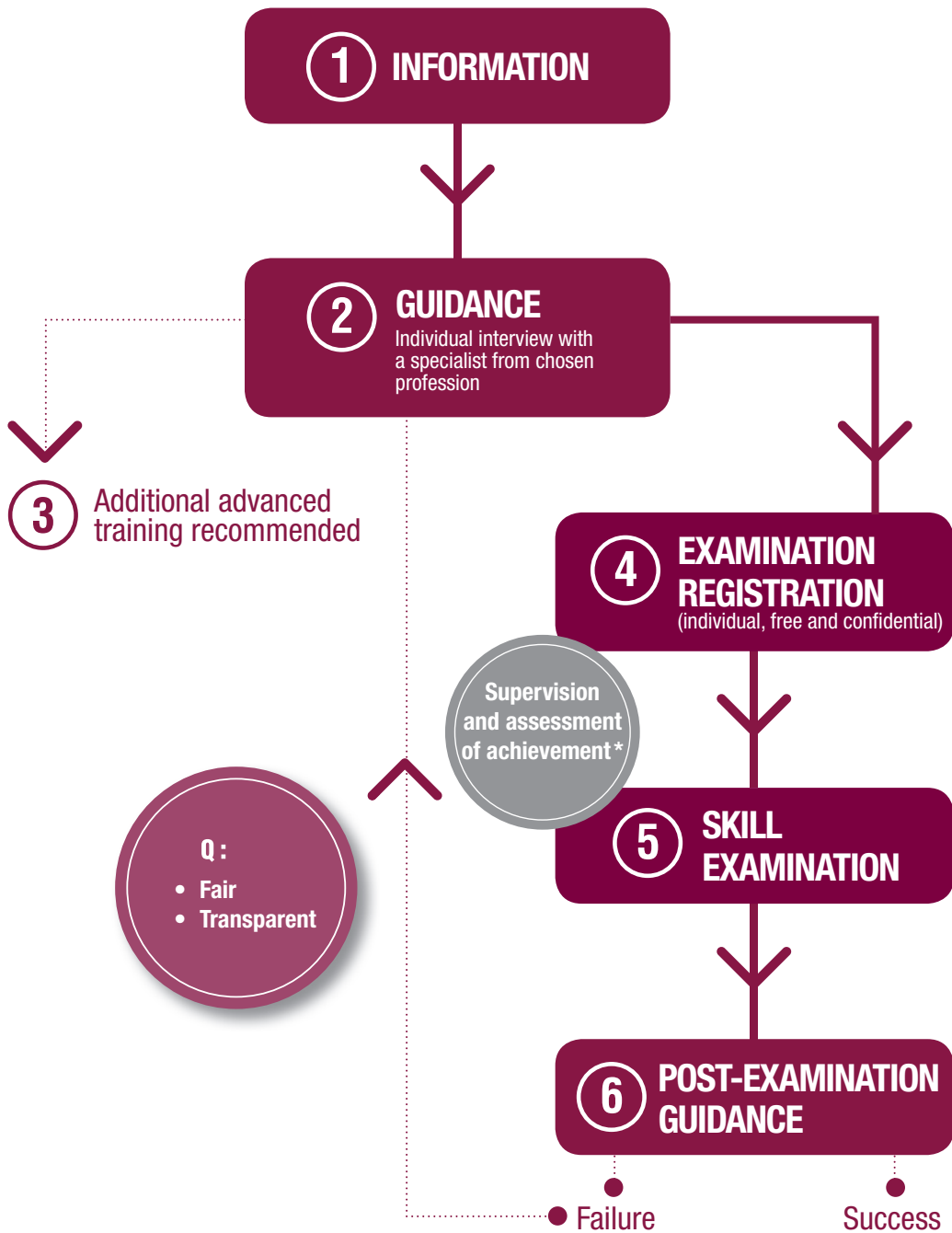
# 4 STEPS TO ACQUIRING A SKILL CERTIFICATE

**Who is it for?** For those aged 18 and over  
**Aim?** To obtain official proof of professional skills.





# GUIDANCE



2

## GUIDANCE

Individual interview in a qualification validation centre with a specialist from chosen profession regarding:

- The candidate's experience and their knowledge of the intended profession
- The nature of the skills assessed during the examination and the specific examination conditions

6

## POST-EXAMINATION GUIDANCE

**If successful:**

- Acknowledgement of strengths and improvement areas
- Benefits and ways to use the qualification

**If unsuccessful:**

- Explanation of causes of failure
- Guidance for training or speaking with an advisor

# SKILL EXAMINATION



## 2 PRE-EXAMINATION INSTRUCTIONS AND PRACTICAL INFORMATION

- Verbally in French
- The skills that will be tested
- The assessment criteria for the candidate, as well as assessment level examples
- Evaluator and observer roles during the test
- Practical information (food, toilets, emergency exits, mobile phones, etc.)

### EXAMINATIONS FOR PROVING COMPETENCE IN THE SKILL

- Recreated professional situations
- Individual
- Duration: around half a day

### EVALUATION

- Objective evaluation, based on evaluation grid criteria, and assessed by the evaluator and the observer
- External observer = professional expert
- Identical for all approved accredited validation centres -> guaranteed fairness

## 3 DELIBERATION

- Jury Composition: professionals (head of the centre, evaluator, observer)
- Objective: decision regarding completion of the examination, based on the evaluation grid and observations made during the examination, to determine if the candidate was successful or unsuccessful
- Required level: professional competence

# BENEFITS OF SKILL CERTIFICATE FOR THE CANDIDATE



**3**

- Proof of skill in one or more aspects of a trade
- Issued by an accredited centre

**5**

**ACCESS TO A PROFESSION (PROOF OF PROFESSIONAL SKILLS)**

**Conditions:**

- Management expertise to be acquired
- Obtaining all qualifications associated with a trade
- Recognition of certain professions; domestic helpers, performing arts and entertainment technicians

**QUALIFICATION = SECTOR CERTIFICATION**

**EASY ACCESS TO CERTIFICATE OF COMPETENCY IN REFRIGERATION**

61% of candidates have more self-confidence\*

The certificate opens a career-path marked by greater opportunities for employment\*

60% of candidates say they can move forwards with professional ambitions\*

\* Sonecom study of impact 2012

# BENEFIT OF SKILL CERTIFICATE FOR AN EMPLOYEUR

Q:  
Involvement of  
sector social  
partners

Q:  
Approval of the  
Validation Centres  
based on the  
requirements  
of ISO 9001

- 1 A SECURE REFERENCE TOOL WHEN RECRUITING INTERNALLY AND EXTERNALLY**  
Proof of real competence in a demonstrated skill
- 2 MOTIVATES, HIGHLIGHTS AND IMPROVES AN INDIVIDUAL'S LOYALTY**
- 3 SUPPORTS INTERNAL EMPLOYEE DEVELOPMENT**
- 4 ONE OF THE CONDITIONS TO OBTAIN A PREMIUM / ONSS REDUCTION FOR THE COMPANY TUTOR**
- 5 VALIDATION OF TRAINING COURSES**
- 6 HIGHLIGHTS A PROFESSIONAL IMAGE / IMPROVES COMPETITIVENESS OF THE COMPANY**
- 7 CORPORATE SOCIAL RESPONSIBILITY**
- 8 SECURES SPECIFIC KNOWLEDGE FOR THE FUTURE**
- 9 SOURCE OF INNOVATIVE IDEAS**
- 10 INCREASED INDEPENDENCE**

65% of employers give equal or greater importance to this certificate than to other\*

69% of employers are willing to hire new staff based on the qualification \*

69% of employers would recommend it \*