



EUROPASS CERTIFICATE SUPPLEMENT (*)



Republic of Estonia

1. TITLE OF THE CERTIFICATE ⁽¹⁾

Raamatukoguhoidja III

⁽¹⁾ in the original language

2. TRANSLATED TITLE OF THE CERTIFICATE ⁽¹⁾

Librarian III

⁽¹⁾ if applicable. This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCIES

The work of a librarian with a level III certificate involves solving daily tasks of repetitive character, which are of little or medium novelty or diversity and require independent decision-making within these tasks.

A holder of level III librarian certificate:

- knows, how the network of libraries functions in Estonia and is aware of the typology of libraries
- has a basic knowledge about the development of the book, library science and information science
- knows the principles of forming libraries, the sources and methods of collection
- knows how to store and maintain libraries
- is able to catalogue information items (describing, classifying, supplying with keywords, and organising)
- is able to process the information items technically
- is able to arrange the service in the library
- is able to train the users

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE ⁽¹⁾

Library

⁽¹⁾ If applicable

^(*) Explanatory note

This document is designed to provide additional information about the specified certificate and does not have any legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications, Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates, and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information available at: <http://europass.cedefop.eu.int>

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5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate</p> <p>The Association of Estonian Librarians Tõnismägi 2 15189 Tallinn Tel: 6307 427 www.eru.ee E-mail: ela@nlib.ee</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate</p> <p>Estonian Qualification Authority 'Kutsekoda' Mustamäe tee 16 10617 Tallinn, Estonia Ph. +372 679 1700 Fax +372 679 1701 E-mail kutsekoda@kutsekoda.ee www.kutsekoda.ee</p> <p>The private law foundation 'Kutsekoda' (Professions Chamber) was established in 2001 in cooperation with the Estonian Government to continue the creation of the system of professions started in 1997 by the Estonian Chamber of Commerce and Industry. The objectives of the Professions Chamber include establishment and development of an integrated and organised professional qualifications system, establishment of prerequisites for achieving comparability of the qualifications of Estonian employees and acknowledgement of other countries, as well as management of the state register of professions as the authorised processor.</p>
<p>Level of the certificate (national or international)</p> <p>National Estonian Professional Qualifications System Level III</p>	<p>Grading scale / Pass requirements</p> <p>1) Professional exam 2) On the basis of documents 3) Combination of the previous</p>
<p>Access to next level of education/training</p> <p>Librarian IV</p>	<p>International agreements</p>
<p>Legal basis</p> <p>Professions Act (RT I 2008, 24, 156; 01.09.2008)</p>	

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

Application entry requirements (level of education or training, professional experience, in-service training, etc.) Please indicate duration if required.

In order to apply for level III librarian certificate, one of the following is required:

- higher education in the field of library science or information science (3-year bachelor's study or applied higher education) and having worked in the profession within one last year before applying for professional qualification. If five or more years have passed from the acquisition of higher education or from receiving professional training or passing the professional examination, a professional in-service training is required (at least 80 hours (or 2 credit points) within last five years).
- or higher education in some other field (3-year bachelor's study or applied higher education), having received professional training or passed a professional examination and worked in the profession within last two years before applying for professional qualification. If five or more years have passed from the acquisition of higher education or receiving the professional training or passing the professional examination, a professional in-service training is required (at least 80 hours within last five years).
- or secondary education in library science, having worked in the profession within two last years before applying for professional qualification and professional in-service training (at least 80 hours within last five years);
- or secondary education, having received professional training or passed professional examination and having worked in the profession within last two years before applying for professional qualification. If five or more years have passed from receiving the professional training or passing the professional examination, a professional in-service training is required (at least 80 hours within last five years).

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

www.kutsekoda.ee