EUROPASS CERTIFICATE SUPPLEMENT (*)

Republic of Estonia

1. TITLE OF THE CERTIFICATE (1)

Vanemraamatupidaja, tase 6

(1) in the original language

2. TRANSLATED TITLE OF THE CERTIFICATE (1)

Accountant, level 6

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

3. PROFILE OF SKILLS AND COMPETENCIES

A senior accountant is involved in the following fields of accounting – financial accounting, management accounting, cost accounting, analysis of financial reports, accounting for taxation purposes and estimates
Senior accountants work in commercial, public and non-commercial sectors.
A senior accountant organises accounting so that receiving actual, essential, objective and comparable information of financial position and operating results of a business entity is guaranteed.

A senior accountant is guided by accounting principles generally accepted in Estonia, and/or standards accepted in the European Union, the principles of accounting and reporting, and observes the requirements of professional ethics. The main duties of a senior accountant are related to everyday accounting, including preparing and/or compiling estimates and statistical reports, planning and management of daily work, where necessary, and analysis of financial activities by ensuring the timely and efficient performance of tasks.

The work of a senior accountant requires considerable responsibility and independence, and controlling and guiding other team members, where necessary.

Competencies:
- Financial accounting
- Accounting for taxation purposes
- Management accounting

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

Accountant, senior accountant, head accountant.

(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.europa.eu/en/home

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5. OFFICIAL BASIS OF THE CERTIFICATE	
Name and status of the body awarding the certificate The occupational certificate that has been issued by the professional council that operates under the activity license issued by a Awarding Body	**Name and status of the national/regional authority providing accreditation/recognition of the certificate** Sector Skills Council approved by a Regulation of the Government of the Republic
Level of the certificate (national or international) Estonian Qualification Framework level 6 European Qualification Framework level 6	**Grading scale / Pass requirements** passed/fail
Access to next level of education/training Accountant, level 7	**International agreements**
Legal basis Occupational Qualifications Act (RT I, 10.12.2010, 12; 01.01.2011)	

6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE
In order to obtain a occupational certificate, the applicant has to prove all his/her competencies required by the occupational standard and by the procedure for awarding of occupational qualification established by the body awarding the occupational qualification.
More information (including a description of the national qualifications system) available at: www.kutsekoda.ee