

# Asistent/asistentka v mednarodnem poslovanju

## Selected qualifications

Name of qualification	Asistent/asistentka v mednarodnem poslovanju
Translated title (no legal status)	International operations assistant
Type of qualification	Nacionalna poklicna kvalifikacija, SOK raven 6
Category of qualification	Poklicna kvalifikacija
Admission requirements	<ul style="list-style-type: none"><li>• A secondary technical qualification in any stream or</li><li>• a general secondary qualification.</li></ul>
ISCED field	Field Poslovne in upravne vede, pravo
ISCED subfield	subfield prodaja (trgovina) na debelo in drobno
Qualification level	SQF 6 EQF 5

## Learning outcomes

Candidates will be able to:

- plan and organise their own work and the work of others,
- ensure the quality and efficiency of work in the working environment in accordance with regulations and standards and good business practices,
- make rational use of energy, material and time,
- protect health and the environment,
- develop entrepreneurial characteristics, skills and behaviour,
- communicate with business partners and co-workers in a manner concordant with the sociocultural environment,
- use modern information and communication technologies and software tools,
- calculate the costs of a project/service/product,
- carry out activities in connection with the presale, purchase, sale and aftersales phase of a project/service/product in the international market,
- create and maintain a multicultural network of contacts.

## Accessors

Verification and assessment are carried out by committees for the verification and validation of national vocational qualifications, appointed by the National Examination Centre (NEC). Committee members must be licensed by the National Examination Centre. Licences may be found [here](#) .

## Assessment and completion

### VALIDATION

During the guidance process the candidate prepares a personal portfolio, which a committee then assesses, validating catalogue content in part or in full. If the committee is unable to validate all contents of the catalogue, it assigns tasks to the candidate for verification.

### VERIFICATION METHODS

Verification involves a written test and an oral presentation.

## Condition for obtaining certificate

Candidates demonstrate attainment of the knowledge, skills and competences defined in the catalogue of standards of vocational knowledge and skills.

## Awarding body

Providers of procedures for identifying and validating NVQs are entered in a register of providers maintained in the collection of the national information centre for vocational qualifications. These are: vocational schools, businesses, B2B training centres, adult education centres and chambers of commerce.

URL

<https://www.nrpslo.org/podrobnosti/npk/57678441>

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