

# Pomočnik v tehnoloških procesih/pomočnica v tehnoloških procesih

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## Selected qualifications

<b>Name of qualification</b>	Pomočnik v tehnoloških procesih/pomočnica v tehnoloških procesih
<b>Translated title (no legal status)</b>	Assistant in Technology Processes
<b>Type of qualification</b>	Nižja poklicna izobrazba
<b>Category of qualification</b>	Izobrazba
<b>Type of education</b>	Short upper secondary vocational education
<b>Duration</b>	2 years
<b>Credits</b>	120 credits

## Admission requirements

- Completion of at least year seven of elementary school or year six of eight-year elementary school and completion of basic education, or
- elementary education under adapted programme with lower educational criteria.

## ISCED field

Field  
Tehnika, proizvodne tehnologije in gradbeništvo

## ISCED subfield

subfield interdisciplinarne izobraževalne aktivnosti/izidi, pretežno tehnika, proizvodne tehnologije in gradbeništvo

## Qualification level

SQF 3  
EQF 3

## Learning outcomes

Certificate holders will be able to:

- perform simple tasks in manufacturing and technological processes;
- read simple workshop drawings and technical documentation;
- use simple technological and working documentation;
- prepare the workplace for the implementation of technological processes and use machinery in accordance with instructions;
- carry out manual processing procedures for the processing of materials;
- use and maintain hand tools and electric hand tools for working with materials;
- recognise the importance of basic technological parameters;
- carry out simple procedures for the joining of materials;
- measure basic technical parameters and dimensions using measuring devices;
- carry out ongoing maintenance and minor servicing of machinery, equipment and devices;
- act responsibly in ensuring health and safety at work and the use of protective equipment;
- manage waste correctly and observe environmental protection measures;
- (elective)
- take part in the maintenance and troubleshooting of components of machines and devices;
- demonstrate mastery of procedures to ensure that machines function efficiently;
- take part in repairing, testing and checking the functioning of machinery, equipment and devices;
- set up and start up machinery, equipment and devices and provide basic monitoring of their functioning during the work process;
- select tools and fix workpieces in place during machining of metals;
- use machinery and other equipment according to instructions and carry out machining processes;
- carry out forming processes in accordance with instructions or a work order;
- check products during individual phases of shaping of metals and alloys;
- prepare furnaces, machines, devices and tools for forming metals;
- prepare furnaces, machines, devices and tools for the melting and casting of metals according to instructions;
- make casting moulds and cores and clean castings;
- prepare furnaces, machines, devices and tools for the melting and casting of metals according to

instructions;

- carry out basic electrical installation and assembly work in building;
  - participate in the preparation and implementation of electrical and communications installations;
  - participate in the implementation of installation connections and the connection of electricity consumers and protective components;
  - participate in the connection, assembly and maintenance of mechatronic systems;
  - participate in simple repairs to electric motors, heating and cooling appliances and mechatronic assemblies;
  - build simple switching control devices;
  - prepare primers and prepare surfaces for painting;
  - carry out mechanical and chemical removal of protective coatings and corrosion and protect surfaces;
  - apply and maintain coating agents.
- Certificate holders supplement their key vocational knowledge and abilities with key general knowledge in line with national standards.

## Assessment and completion

Students' vocational abilities and skills and the fulfilment of conditions to obtain credits in accordance with the relevant education programme are established through verification and assessment. Assessment of students also takes into account non-formally acquired knowledge, which must be adequately demonstrated. Students are assessed using grades from 5 (excellent) to 1 (inadequate).

## Progression

Students may progress to the next year if at the end of the academic year they achieve a passing grade in all subjects and modules set out in the school's operational curriculum for the year and have completed all the requirements of accepted contents of extracurricular activities and all work placement requirements, or progress on the basis of a decision by the programme's teaching staff.

## Transitions

Access to secondary vocational education (SQF, level 4).

## Condition for obtaining certificate

Students must successfully (i.e. with passing grades) complete all general education subjects, compulsory vocational modules and elective vocational modules and the open part of the curriculum. They must also complete all extracurricular activities, practical on-the-job training and pass a school-leaving examination.

The school-leaving examination comprises a written and oral examination in Slovene, a service and an oral

presentation.

## Awarding body

Vocational and technical secondary schools and adult education institutions.

URL

<https://paka3.mss.edus.si/registriweb/ProgramPodatki.aspx?ProgramID=5722>

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