

1. TITLE OF THE CERTIFICATE (DE)

**Zeugnis über die Prüfung zum anerkannten Fortbildungsberuf
Geprüfter Controller/Geprüfte Controllerin**

2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

**Certificate on completion of the recognized further training examination for
Certified controller**

This translation has no legal status.

3. PROFILE OF SKILLS AND COMPETENCES

- Develop and use instruments and techniques for the strategic and operational planning, steering, coordination and control of corporate processes and individual projects
- Organize and steer corporate planning taking account of operational aspects and economic conditions, control planning targets and monitor major process and performance parameters
- Establish a reporting system, conduct continuous reporting and coordinate information management, including the introduction and application of information systems
- Develop solutions and introduce foresight measures to avoid undesirable developments
- Perform managerial and organizational tasks and continuously advise the different management levels.

4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THE CERTIFICATE

Certified controllers work in companies of different branches of trade and industry, in big craft businesses or in the services sector. They are involved in management control by analysing market data and operating results from a corporate perspective. They develop and maintain analytical and support systems for operations planning and control and provide relevant instruction for staff.

(*) Explanatory notes

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 on transparency is available at: www.cedefop.eu.int/transparency

5. OFFICIAL BASIS OF THE CERTIFICATE

<p>Name and status of the body awarding the certificate Chamber of Industry and Commerce (<i>Industrie- und Handelskammer, IHK</i>)</p>	<p>Name and status of the national/regional authority providing accreditation/recognition of the certificate Chamber of Industry and Commerce</p>
<p>Level of the certificate (national or international) ISCED 2011 Level 65 These qualifications are referenced to level 6 of both the German and the European Qualifications Framework (DQR, EQF); see www.dqr.de/content/2316.php.</p>	<p>Grading scale/Pass requirements (**) 100 - 92 points = 1 = excellent 91 - 81 points = 2 = good 80 - 67 points = 3 = average 66 - 50 points = 4 = pass 49 - 30 points = 5 = poor 29 - 0 points = 6 = fail The candidate passed all examinations required for the completion of further training.</p>
<p>Access to next level of education and training The further training examination gives access to the next level of qualifications</p> <ul style="list-style-type: none"> • Certified business economist under the Vocational Training Act (<i>Geprüfter Betriebswirt/Geprüfte Betriebswirtin, BBiG</i>) • Certified business economist under the Crafts Code (<i>Geprüfter Betriebswirt/Geprüfte Betriebswirtin, HwO</i>) • Certified vocational training specialist (<i>Geprüfter Berufspädagoge/Geprüfte Berufspädagogin</i>) <p>as well as access to advanced programmes in higher education.</p>	<p>International agreements</p>
<p>Legal basis Regulations governing the recognized further training examination for certified controller of 12 July 2006 (BGBl. I p. 1579); last amended by the regulations of 26 March 2014 (BGBl. I p. 274)</p>	

6. OFFICIALLY RECOGNIZED WAYS OF ACQUIRING THE CERTIFICATE

<p>The certificate is acquired through passing the examination administered by the body mentioned in section 5 above. Before sitting the examination, candidates must furnish proof of</p> <ol style="list-style-type: none"> 1. Successful completion of a three-year course of training in a recognized commercial or administrative occupation, followed by at least three years of relevant practical work or 2. Successful completion of a degree in economics at an institution of higher education or business management qualifications at a state-funded or state-recognized <i>Berufsakademie</i> or a Bachelor's degree in an accredited business management course at a <i>Berufsakademie</i>, followed by at least two years of relevant practical work or 3. Successful completion of a final or journeyman's examination in another recognized training occupation followed by at least four years of relevant practical work or 4. At least six years of relevant practical work, or 5. Relevant skills and competences.
<p>Additional information The skills and competences of which proof is to be furnished in the further training examination are usually acquired during many years of practical work and within the framework of education measures. Courses are offered in preparation for the examination; their duration and content is geared to the different specialist and managerial tasks. Translations of the certificate can be obtained from the body mentioned in section 5 above.</p>

(**) Note