

# Certificate Supplement

## 1. Legally protected title of the qualification

Pharma-Assistent / Pharma Assistentin mit Fähigkeitszeugnis (FZ)

## 2. Translated title of the qualification

**Pharmacy Assistant**  
**Diploma of Vocational Education and Training**

## 3. Profile of skills and competences

Holders of this qualification work in a pharmacy:

A service company that visibly develops into a “centre of well-being”. Work is done in close contact with a very heterogeneous range of customers with the aim of offering personal advice and selling products. Holders of this qualification serve as the “right arm” of a pharmacist and work in a team within a hierarchically structured environment.

They must therefore nurture contacts with the general public, carry out administrative tasks and handle sales promotion tasks. The difficult advisory role as well as the handling and sale of pharmaceutical products require in-depth knowledge and the ability to handle challenging tasks. Their work in pharmacy is generally carried out under the instructions and supervision of a pharmacist, who always has the final responsibility in each case.

## 4. Range of occupations accessible to the holder of the qualification

Holders of this qualification sell medicine, remedies, personal care products and other items at the pharmacy. They advise customers on matters of health and illness as well as on medicines. In addition, they handle administrative and sales promotion tasks.

In pharmacies, they offer a wide selection of medicines and remedies together with a range of products including baby food, health and hygiene items, chemicals, cosmetics, household cleaning products as well as herbal and homeopathic remedies.

Under the supervision of a pharmacist, holders of this qualification prepare simple prescriptions in the laboratory or in-house medicines such as ointments, powder, tea mixtures and capsules.

Holders of this qualification handle bookkeeping, billing and correspondence with health insurance companies and other institutions. They monitor inventory, order goods and check delivered products.

## 5. Official basis of the qualification

Name and status of the national authority responsible for issuing the qualification:

- Amt für Berufsbildung und Berufsberatung ABB, Postplatz 2, 9494 Schaan, Liechtenstein  
[www.abb.llv.li](http://www.abb.llv.li); phone: +423 236 72 00; mail: info.abb@llv.li



#### Level of the qualification (national or international):

National Qualifications Framework for the VPET system: Level 4

European Qualifications Framework: Level 4

#### Grading scale/Pass requirements:

6 = very good

5 = good

4 = satisfactory

3 = unsatisfactory

2 = poor

1 = unusable

Minimum passing grade: 4

#### Legal basis of the qualification:

- Verordnung vom 17. August 2010 über die berufliche Grundbildung Pharma-Assistent/Pharma-Assistentin
- Verordnung über den Nationalen Qualifikationsrahmen für Abschlüsse der Berufsbildung vom 27. August 2014 (RS 412.105.1)

## 6. Officially recognised ways of acquiring the qualification

Training for the Diploma of Vocational Education and Training: Pharmacy Assistant lasts 3 years. Training content is usually distributed across two different learning locations: classroom instruction at a vocational school and apprenticeship training at a host company. However, depending on the VET programme, learners will also attend branch courses at a branch training centre. Professional competences required for the given occupation are decided by the sponsor of the VET programme.

- Host companies provide learners with practical skills associated with the occupation. Learners usually work an average of 4 day(s) per week.
- Vocational schools provide classroom instruction in vocational subjects and subjects falling under the category of language, communication and society (LCS). Learners usually attend classes an average of 1 day(s) per week; total number of lessons: 1440.
- Branch training centres provide learners with additional skills that are intended to complement classroom instruction and apprenticeship training, total duration of branch courses: 12 days.

The qualification procedure and final examination includes the following:

- Practical project covering 2 hours
- (Written and/or verbal) testing of knowledge gained from vocational instruction covering 4 hours
- LCS

The calculation of the overall grade takes into account the grades obtained for individual areas of competence and the grades obtained from classroom instruction at the vocational school and branch courses.

Other equivalent qualification procedures are possible.



National referencing body:  
AIBA

This certificate supplement draws its legal basis in Article 4 paragraph 1 of the Ordinance of 27 August 2014 on the National Qualifications Framework for Vocational and Professional Qualifications (NQF-VPO-O, SR 412.105.1). This certificate supplement follows the model recommended by the European Parliament and Council (Decision No. 2241/2004/EC). The purpose of the certificate supplement is to provide sufficient data to improve the international transparency and fair professional recognition of qualifications (diplomas, certificates etc.). It describes the nature, level, context, content and type of training and education pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. The certificate supplement is free from value judgements, equivalence statements or recommendations on recognition.

Additional information can be found at: [www.nqf.li](http://www.nqf.li)

