

# Certificate Supplement

## 1. Legally protected title of the qualification

Automobil-Assistent / Automobil-Assistentin mit Berufsattest (BA)

## 2. Translated title of the qualification

Automotive Assistant

Certificate of Vocational Education and Training

## 3. Profile of skills and competences

Holders of this qualification perform simple maintenance work on passenger cars, check electrical system components, maintain and clean vehicles. They also replace worn parts such as wheels and tyres as well as brake and exhaust system parts.

Due to the limited scope of their work, cooperation with in-house workshop personnel is important. Their persons of reference are mainly their superiors and in-house technicians. Customers are mainly private individuals and businesses in the private and public sectors.

Their main professional competences:

- Vehicle testing and maintenance
- Replacing worn parts
- Support for operations

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

Holders of this qualification work in garages of various sizes, mostly on vehicles from different manufacturers. They receive assignments from their superiors and carry these out mainly in cooperation with technicians. They perform simple tasks in accordance with vehicle manufacturer specifications. In doing so, they adhere to regulations and safety guidelines, internal company rules and work orders. They coordinate their activities on the basis of processes taking place before and after their own tasks, manage their work activities, check and assess their own work and make use of quality management systems.

Holders of this qualification are prepared to handle the physical and mental strain resulting from the increased workload placed on them at various times of the year.



## 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  
Postadresse: Postfach 684, 9490 Vaduz, 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 3**  
European Qualifications Framework: **Level 3**

### 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 12. Dezember 2017 über die berufliche Grundbildung Automobilassistent/Automobilassistentin mit Berufsattest
- 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 Automotive Assistant, VET Certificate lasts 2 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: 640.
- Branch training centres provide learners with additional skills that are intended to complement classroom instruction and apprenticeship training, total duration of branch courses: 20 days.

The qualification procedure and final examination includes the following:



- Practical project covering 6 hours
- (Written and/or verbal) testing of knowledge gained from vocational instruction covering 2 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 (Practical work: 40%, Vocational subjects: 20%, LCS subjects 20%, Average grades: 20%).

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-VPQ-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.nqfl.li](http://www.nqfl.li)

