


Holder of the document

1 SURNAME(S) *	2 FIRST NAME(S) *	3 ADDRESS
4 DATE OF BIRTH	5 NATIONALITY	Czech Republic
dd mm yyyy	Czech Republic	

Issuing organisation

6 NAME OF THE ORGANISATION *	7 DOCUMENT NUMBER *	8 ISSUING DATE *
Střední škola Kateřinky - Liberec, s. r. o.	CZ/00/2020/1539/002/PT/10	09 10 2020
		dd mm yyyy

Sending partner

9 NAME AND ADDRESS *	10 STAMP AND/OR SIGNATURE
Střední škola Kateřinky - Liberec, s. r. o. Horská 167 46014 Liberec Czech Republic	
11 SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR *	12 TELEPHONE
Tichý Václav	+420482360681
13 TITLE/POSITION	14 E-MAIL
Principal	reditel@skolakaterinky.cz

Host partner

15 NAME AND ADDRESS *	16 STAMP AND/OR SIGNATURE
Coutada Doce - Minipreço Family Rua da Estrada 907 4750-686 Silva Portugal	
17 SURNAME(S) AND FIRST NAME(S) OF REFERENCE PERSON/MENTOR *	18 TELEPHONE
António Monteiro	+351253887104
19 TITLE/POSITION	20 E-MAIL
Manager	n/a

* Headings marked with an asterisk are mandatory.

Description of the mobility experience

21 OBJECTIVE OF THE MOBILITY EXPERIENCE *

Work internship in Latvia with the goal to gain skills, knowledge and competences in an international environment in the field of Shopfitter.

22 EDUCATION OR TRAINING INITIATIVE IN THE COURSE OF WHICH THE MOBILITY EXPERIENCE WAS COMPLETED

Vocational education and training - Shopfitter in Retail (code: 66-024-H)

23 COMMUNITY OR MOBILITY PROGRAMME INVOLVED

Erasmus +: Leonardo da Vinci

DURATION OF THE EUROPASS MOBILITY EXPERIENCE

24 FROM * 28 09 2020 25 TO * 09 10 2020
dd mm yyyy dd mm yyyy

Skills acquired during the mobility experience

26A ACTIVITIES/TASKS CARRIED OUT *

Work internship and on-the-job-training as a Shopfitter. Gaining skill & knowledge & competences, which are summed up in the Unit of Learning Outcomes „Shopfitting“.

27A JOB-RELATED SKILLS

The student:

- works with and transforms decoration materials for displays (textiles, paper, metals, plastic)
- creates, constructs and displays promotional materials (2D and 3D)
- arranges the retail space and installs displays of products
- arranges products and dresses windows
- fits special displays of products, including the design and execution of shop fitting
- puts POS materials on display
- arranges hampers and gift boxes, knows the fresh flower arrangement as well as the dry flower arrangement technique
- repairs and maintains shopfitting tools

28A LANGUAGE SKILLS

Be able to work within the international work environment by using English on daily basis, communicate with company manager and colleagues and other staff members at work (retail store/design store), be able to understand work issues and scope of work as a regular employee.

29A COMPUTER SKILLS

Computer skills with SW Corel (design planning SW tool).

30A ORGANISATIONAL / MANAGERIAL SKILLS

Self-confidence, time management, customer care, detail-oriented design & manual work as well as positive work-attitude.

31A COMMUNICATION SKILLS

VET student has to get used to work within the international team; learn how to work in foreign country; work under

international management and deal with work issues in certain time period and by following specific rules as a window dresser. Student has to follow issues specified in Unit of learning Outcomes document (annex to Learning Agreement). Student has to deal with the real work environment and possible stress situations related to the job Shopfitter.

32A OTHER SKILLS

Patience, decisiveness.

33A DATE *

09 10 2020
dd mm yyyy

34A SIGNATURE OF THE REFERENCE PERSON/MENTOR *

A


35A SIGNATURE OF THE HOLDER



* Headings marked with an asterisk are mandatory.

Record of courses completed and individual grades / marks / credits obtained

26B STUDENT MATRICULATION NUMBER * Replace with text

27B COURSE UNIT CODE ¹	28B TITLE OF THE COURSE UNIT *	29B DURATION ² *	30B LOCAL GRADE ³ *	31B ECTS/ECVET GRADE	32B ECTS/ECVET CREDITS ⁴

Add or remove lines if required

33B ESSAY/REPORT/DISSERTATION

Replace with text

34B CERTIFICATE/DIPLOMA/DEGREE AWARDED, if any

Replace with text

35B SURNAME(S) AND FIRST NAME(S) OF MENTOR/ADMINISTRATION OFFICER * 36B SIGNATURE OF THE HOLDER

Replace with text

37B DATE OF VALIDATION *

dd mm yyyy



38B NAME AND ADDRESS OF THE INSTITUTION *

Replace with text
 Replace with text
 Replace with text
 Replace with text

39B STAMP AND/OR SIGNATURE



* Headings marked with an asterisk are mandatory.

¹ COURSE UNIT CODE: Refer to the ECTS information Package provided on the website of the host institution

² DURATION OF COURSE UNIT: Y = 1 full academic year | 1S = 1 semester | 2S = 2 semesters | 1T = 1 term/trimester | 2T = 2 terms/trimesters

³ DESCRIPTION OF THE INSTITUTIONAL GRADING SYSTEM:

⁴ ECTS CREDITS: 1 full academic year = 60 credits | 1 semester = 30 credits | 1 term/trimester = 20 credits