



## 1. Title of the certificate (HR) and programme number

**Ekonomist**

(060724)

In the original language.

2. Translated title of the certificate (EN) <sup>(1)</sup>**Economist**<sup>(1)</sup> This translation has no legal status.

## 3. Profile of skills and competences

## A) GENERAL EDUCATION COMPETENCES

- Actively use mother tongue and foreign languages by applying language activities and basic communication knowledge and skills in different situations
- Apply mathematical knowledge and solve mathematical problems
- Comprehend natural world principles by applying basic knowledge of chemistry
- Comprehend geographic processes and fundamental historical knowledge
- Use modern information and communication technology safely and critically
- Have knowledge of basic economic concepts and functioning of the economic system, actively apply entrepreneurial competences
- Act in accordance with the professional ethics and civic education principles
- Foster physical and health culture by exercising regularly in accordance with individual possibilities in order to protect and preserve health

## B) VOCATIONAL COMPETENCES

- Collect, sort and prepare data for the statistical analysis required for business operations
- Draft and process business documentation for business operations
- Business communication with all business stakeholders
- Prepare and organize business in order to implement the business idea
- Participate in the implementation of market research and marketing process
- Identify clients' needs, contract banking products and services and provide support to clients
- Sell and mediate in contracting insurance policies, assist in reporting damage and renewing insurance policies
- Collect, record and monitor accounting of resulting business changes on assets, capital, liabilities, revenue, expenditure and financial result
- Draft and analyse financial statements for business decision-making purposes
- Comprehend basic economic concepts and problems and apply entrepreneurial skills in everyday work

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

Economist qualification allows following professions: banking and insurance officer, marketing assistant and bookkeeper. He/she can be employed at various positions - such as an economic, banking, credit, commercial officer, insurance commissioner, domestic and foreign exchange operations officer, procurement and sales officer, financial accountant, payroll calculation officer. Self-employment is also possible by setting up one's own enterprise.

### 5. Official basis of the certificate

<p><b>Name and status of the body awarding the certificate</b> The certificate is issued by the secondary education institution (vocational education and training school).</p>	<p><b>Name and status of the national authority providing accreditation/recognition of the certificate</b> Ministry of Science and Education Donje Svetice 38 10 000 Zagreb <a href="http://www.mzo.hr">www.mzo.hr</a></p>
<p><b>Legal basis</b> Primary and Secondary School Education Act (Official Gazette No. 87/2008, 86/2009, 92/2010, 105/2010-corr., 90/2011, 16/2012, 86/2012, 94/2013, 152/2014, 7/2017, 68/2018, 98/2019 and 64/2020) Vocational Education Act (Official Gazette No. 30/2009, 24/2010, 22/2013 and 25/2018) Croatian Qualifications Framework Act (Official Gazette No. 22/2013, 41/2016, 64/2018, 47/2020 and 20/2021)</p>	<p><b>National grading system / Pass requirements</b> Excellent 5 (10) A Very good 4 (9) B Good 3 (8) B Sufficient 2 (6-7) C Insufficient 1 (0-5) F</p> <p>In order to pass the exam, it is necessary to get the grade 2 (6-7), i.e. C (sufficient).</p>
<p><b>Level of qualifications</b> Level 4.2. in the Croatian Qualifications Framework</p>	<p><b>Access to next level of education/training</b> Access to higher level of qualification in accordance with the Croatian Qualifications Framework.</p>

### 6. General data of acquiring the certificate

Description of vocational education and training received	Percentage of total programme (%)	Total number of hours
General education part	50,1%	2198
Vocational part – theoretical	28,2%	1233
Vocational part – practice/exercises	21,7%	953
<b>Duration of education</b>		4 years

**Entry requirements:** Completion of primary education

**More information available at:**

Ministry of Science and Education ([www.mzo.hr](http://www.mzo.hr))  
Education and Teacher Training Agency ([www.azoo.hr](http://www.azoo.hr))  
Agency for Vocational Education and Adult Education ([www.asoo.hr](http://www.asoo.hr))

**National reference point:**

National Europass Centre ([www.europass.hr](http://www.europass.hr)) at the  
Agency for Mobility and EU Programmes ([www.ampeu.hr](http://www.ampeu.hr)).

**(<sup>1</sup>) Explanatory note**

The Certificate supplement provides additional information about the certificate and does not have any legal status in itself. Its format is based on the Decision (EU) 2018/646 of the European Parliament and of the Council of 18 April 2018 on a common framework for the provision of better services for skills and qualifications (Europass) and repealing Decision No 2241/2004/EC.

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