

1. Title of the certificate ¹

**Δίπλωμα Επαγγελματικής Ειδικότητας Εκπαίδευσης και Κατάρτισης Επιπέδου 5. Ειδικότητα Ι.Ε.Κ.
ΕΙΔΙΚΟΣ ΧΡΗΜΑΤΙΣΤΗΡΙΑΚΩΝ ΕΡΓΑΣΙΩΝ**

2. Translated title of the certificate ²

**Vocational Training Diploma Initial Vocational Training (I.E.K.) Level 5. Specialty of I.E.K.:
STOCK EXCHANGE OPERATIONS SPECIALIST**

3. Profile of skills and competences

LEARNING OUTCOMES (KNOWLEDGE, SKILLS, COMPETENCES).

A typical holder of the certificate is able to:

KNOWLEDGE

- Monitor and analyse the stock market.
- Analyse information from statistical tables and charts.
- Process the technical analysis of indices, equity, currencies and security futures.
- Act as representative for the organisation and management of funds.

SKILLS

- Receive and study the most accurate information on stock market activities.
- Negotiate and conclude agreements regarding all types of trading transactions for individual investors or companies on the Stock Exchange.
- Conduct sales, monitor and analyse the stock market.
- Create a Portfolio.
- Conduct searches for all necessary trade information.
- Negotiate the delivery of securities to customers and to the Greek Central Securities Depository SA.

COMPETENCES

- Develop communication skills in order to deal in a positive manner and facilitate the collaboration with customers, entrepreneurs, Stock Exchange and Money Market institutions, and specialised professionals.
- Ensure permanent and direct contact with the relevant stock markets, trading partners and companies.
- Act in accordance with the professional rules of conduct.

4. Range of occupations accessible to the holder of the certificate ³

The VET graduate of this specialty can be employed either in stock exchange offices or in institutional investors (e.g., companies, mutual funds, investment companies) and banks. In particular, in limited companies receiving and transmitting orders, in stock exchange companies, investment companies, in companies listed on the Athens Stock Exchange (ATHEX), in mutual fund management companies, in portfolio investment companies, in public or private banks and insurance companies.

The Vocational Training Diploma is recognised as a qualification for appointment in the public sector according to the Presidential Decree no. 50/2001 (Greek Official Gazette 39/Vol. A/5-3-2001), as in effect.

¹ In the original language. | ²If applicable. This translation has no legal status. | ³If applicable.

5. Official basis of the certificate

Body awarding the certificate

E.O.P.P.E.P.
(National Organisation for the Certification of Qualifications and Vocational Guidance)
41 Ethnikis Antistaseos Avenue, 142 34 N. Ionia
<https://www.eoppep.gr/>

Level of the certificate (national or European) ¹

Level 5 National and European Qualifications Framework

Authority providing accreditation / recognition of the certificate

E.O.P.P.E.P.
(National Organisation for the Certification of Qualifications and Vocational Guidance)
41 Ethnikis Antistaseos Avenue, 142 34 N. Ionia
<https://www.eoppep.gr/>

Grading scale / Pass requirements

a) acquisition of the Vocational Training Certificate (V.E.K.) after successful completion of study at the Vocational Training Institute (I.E.K.)
b) acquisition of the Vocational Training Diploma after:
1. success in the theoretical part of Initial Vocational Training certification examinations (Grading scale = 1-20, Pass = 10) and
2. success in the practical part of the Initial Vocational Training certification examinations (Pass/Fail)

Access to next level of education / training ¹

Yes

International agreements on recognition of qualifications ¹

No

Legal basis

Law 2009/1992 on the National System of Vocational Education and Training
Law 4186/2013 on the Restructure of Secondary Education
Law 4763/2020 on National System of Vocational Education, Training and Lifelong Learning

6. Officially recognised ways of acquiring the certificate

Success in the Initial Vocational Training certification examinations. Total duration of the education / training leading to the certificate: 4 semesters (until law 4186/2013) / 5 semesters (after law 4186/2013)

7. Additional information

Entry requirements ¹

Certificate of Upper Secondary School. Qualification of Level 4 (NQF/EQF) // Certificate Vocational Training School (SEK) – Qualification of Level 3 (NQF/EQF)

Following the voting of L. 4763/2020, only by an Upper Secondary Education certificate or an equivalent title of studies (Qualification of Level 4 NQF/EQF)

Indicative subjects taught:

Accounting, English, Trading Techniques, Financial Statement Analysis, Commercial Law, Civil Law, Communication Techniques, Consumer Behaviour.

More information

National Qualifications Framework : <https://nqf.gov.gr/> and <https://proson.eoppep.gr/en>

National Europass Centre: **EL/NEC - E.O.P.P.E.P.** National Organisation for the Certification of Qualifications and Vocational Guidance EOPPEP Ethnikis Antistaseos 41 Avenue, 142 34 N. Ionia. T.0030 2102709000 europass@eoppep.gr
<http://europass.eoppep.gr> www.eoppep.gr

¹ If applicable.