

## 1. TITLE OF THE CERTIFICATE (ES)

Certificado de Profesionalidad de nivel 3 en  
SSCI0209 GESTIÓN Y ORGANIZACIÓN DE EQUIPOS DE LIMPIEZA

## 2. TRANSLATED TITLE OF THE CERTIFICATE (EN)

Professional Certificate Level 3 in  
SSCI0209 MANAGEMENT AND ORGANIZATION OF CLEANING WORKTEAMS  
(This translation has no legal status)

## 3. PROFILE OF SKILLS AND COMPETENCES

The holder of this certificate will have acquired the **general competence** to establish the plan of activities of the workteam and monitor their performance, managing the necessary materials to ensure the cleanliness of the assigned centers, meeting safety standards and ensuring the occupational risk prevention of the workteam. This general competence is divided into the following **skill units** (UC):

- Plan the organization of the cleaning tasks and manage the workteam (UC1434\_3).
- Monitor the cleaning up (UC1435\_3).
- Manage the cleaning supplies and their storage (UC1436\_3).

The professional skills are acquired through the **learning outcomes** defined within the related Training Modules (MF):

- Work planning and management of cleaning workteam (MF1434\_3).
- Supervision of cleaning and establishment of communication procedures in the workplace (MF1435\_3).
- Management and storage of cleaning materials (MF1436\_3).
- Practical training at the workplace in management and organization of cleaning workteams (MP0227).

(See legal basis for all learning outcomes information acquired by the holder of this Certificate in each MF).

As a reference the learning outcomes include in the Practical training at the workplace that complete and reinforce the learning outcomes acquired in the other training modules, are:

- Participate in planning the cleanup work.
- Participate in the selection and evaluation of the cleaning staff.
- Participate in the planning of security measures of the working plan.
- Assist in the development of the planned tasks of a building cleaning.
- Develop the communication processes with the cleaning crew.
- Cooperate in the management of material resources.
- Participate in the working processes of the company, following the rules and instructions established at the workplace.

#### 4. RANGE OF OCCUPATIONS ACCESSIBLE TO THE HOLDER OF THIS CERTIFICATE

The holder of this certificate may work in the public and private sectors, centres and facilities and their respective equipments, developing the management of the cleaning activity and supervision of cleaning professionals. The most relevant occupations and work positions are:

- Responsible for cleaning workteam.
- Cleaner manager.

The holder of this professional certificate has recognition of the basic level training in labour risk prevention, according to Annex IV of the Royal Decree 39/1997 of 17 of January approving the Labour Risks Prevention Act.

#### 5. OFFICIAL BASIS OF THE CERTIFICATE

##### Name and status of the national/regional authority providing accreditation/recognition of the certificate

The Ministry of Employment and Social Security or the corresponding autonomous regional administration within the scope of its competence, in the name of the King. The certificate is valid throughout Spain.

##### Level of the certificate

The Professional Certificate Level 3 of the National Repertoire of Professional Certificates corresponds to level 4 of the International Standard Classification of Education (ISCED-P 2011).

The European Qualification Framework (EQF) level:

##### Grading scale/Pass requirements

The grading scale and pass level of the training modules are expressed on a scale of 0 to 10. The minimum score for a pass is 5 in every training module including a pass in the practical training at the workplace module.

The grading system is as follows:

- FAIL: 0 to 4.9
- PASS-SATISFACTORY: 5 to 6.9
- PASS-GOOD: 7 to 8.9
- PASS-EXCELLENT: 9 to 10

##### Access to next level of education/training

This Professional Certificate Level 3 gives access to Professional Certificate Level 3 within the same professional area and family.

For validation purposes, the educational authorities will recognise the professional module or modules of the VET diplomas corresponding to the skills units included in the training modules of this certificate.

##### Legal basis

Royal Decree 990/2013 of December 13th, by which six professional certificates of the professional family "Sociocultural and Community Services", included in the National Repertoire of professional certificates are established, and a professional certificate of the professional family "Food industry", established in Royal Decree 646/2011, of May 9th is updated. (Appendix VI, Code: SSC10209)

## 6. OFFICIALLY RECOGNISED WAYS OF ACQUIRING THE CERTIFICATE

This certificate may be acquired by:

1. Training: Completion with a pass grade of the face-to-face or online training programme.
2. Recognition of the professional skills acquired through professional experience or non-formal training (prior learning): Completion of a process of skills evaluation and accreditation in all the skills units making up the professional certificate.
3. Dual training: Completion of a training and apprenticeship contract, which may range from 1 year (or 6 months, if stipulated as such in the collective agreement) to 3 years, during which effective working time is combined with time dedicated to training under the training programme for the professional certificate.

The training method (number 1 above) requires successful completion of the training modules and the practical training at the workplace:

Description of vocational training received	Percentage of total programme (%)	Duration (hours)
Training modules	79	300
Practical training at the workplace	21	80
<b>Total duration of training leading to the certificate</b>		<b>380</b>

### Entry/access requirements:

- Compulsory Secondary Education Diploma (Lower secondary education); or
- Professional Certificate Level 1 in the same professional area.
- If neither of the above or higher certifications are held, a pass in the key skills tests.

**Additional information:** Professional certificates are instruments for official accreditation of the professional qualifications in the National Catalogue of Professional Qualifications for all economic activities, within the scope of the labour administration. The National Repertoire of Professional Certificates is divided into three qualification levels (Level 1, Level 2 and Level 3), and by sectors into 26 professional families and 102 professional areas. More information is available at: [www.sepe.es](http://www.sepe.es)

National Europass Centre: [www.sepie.es](http://www.sepie.es)

(\*) **Explanatory note:** This document is designed to provide additional information about the specified certificate, but has no legal status in itself. The format of the description is based on the following texts: Council Resolution 93/C 49/01 of 3 December 1992 on the transparency of qualifications; Council Resolution 96/C 224/04 of 15 July 1996 on the transparency of vocational training certificates; and Recommendation 2001/613/EC of the European Parliament and of the Council of 10 July 2001 on mobility within the Community for students, persons undergoing training, volunteers, teachers and trainers.

More information is available at: <http://europass.cedefop.eu.int>

## Information on Professional Certificates of the Map of Qualifications and Vocational Training in Spain

