



WINE AND CHEESE AND TOURISM
WILL SHINE!

Curriculum for Wine Sommelier

The Economic Chamber for Tourism In cooperation with:



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CATALOG OF PROFESSIONAL KNOWLEDGE AND SKILLS

1. The name and code of the catalogue of standards of professional knowledge and skills

Sommelier – Wine consultant 6825074011

Klasius-P

Oenology (8116)

Klasius-SRV

Fifth level: achievements, NVQ certificate system (25000) in partnering countries

2. Required expertise and skills and special conditions to be met by a person wishing to obtain a professional qualification

2.1 PROFESSIONAL KNOWLEDGE AND SKILLS

See the Sommelier Professional Standard - Wine Consultant and point 11 of this catalogue.

2.2. SPECIFIC CONDITIONS TO BE MET BY THE PERSON WISHING TO OBTAIN PROFESSIONAL QUALIFICATION

- at least secondary vocational education in the field of catering and at least two years of work experience in the field of oenology, which the candidate has to prove with the employer's reference letter or a contract of employment
- at least a secondary vocational education and at least three years' professional experience in the field of oenology which the candidate has to prove with the employer's reference letter or a contract of employment

3. Integration with programs leading to a qualification

4. Methods of examination of professional skills

4.1. Certification

In the process of consulting, the candidate prepares a personal folder that has to be evaluated by the commission. If the candidate has provided credible, valid and relevant evidence of skills, competencies and professional standards, the commission:

1. fully recognizes the content of the professional standard,
2. partially recognizes the content of the professional standard and determines the knowledge, skills and competences to be verified,
3. does not recognize any content of the professional standard, because the candidate does not demonstrate any skills, competences and professional standards, and will verify the entire occupational standard.

4.2. Methods of examination

A defense service.

5. Examination criteria

Field of the evaluation	Evaluation criteria	Percentage (%)
Planning and preparing a task	preparation of the candidate to work (personal appearance, protective clothes, hand hygiene, compliance with the dress code)	10
	preparation of the workplace, devices, utensils and material	
	organization of his/her own work (mise-en-place preparation)	
Performance	arrangement of the workspace	45
	correct choice of glasses	
	correct choice and use of appliances and accessories	
	quality and professionalism in serving wine (presentation of wine, wine opening, wine pouring, description of wine)	
	correct recommendation of wine to individual dishes	
	economical use of time and material	
	compliance with safety and health rules at work	
	compliance with sanitary and hygiene rules and HACCP Regulations, ecological management	
Documentation	quality of documentation (the quality of offer, wine list)	5
Oral examination	presentation and justification of the performed work and the selection of utensils and wines (the level of communication, professionalism)	40

Elimination criteria

- failure to comply with sanitary and hygiene rules and safety at work
- unprofessional bottle opening
- lack of professional knowledge of wines

6. Occupation or group of assignments within the profession which can be pursued after obtaining the professional qualification and the code

7. Level of difficulty of work

8. Adjustments for people with special needs

No adaptations for people with special needs.

9. Material and personnel conditions that must be met by providers of procedures for the identification and validation of professional qualifications

- Material conditions
 - classroom for service training purposes or an appropriate restaurant area with restaurant tables, chairs, serving tables and serving cabinets
 - computer with web access and text editor
 - arranged and equipped bar with ice maker, ticket offices and refrigerators of various capacities
 - glass and glassware - glasses of various shapes for all types of wines (for white, red and rose wine, for sparkling, predicate, old, dessert and other wines), such as Burgundy, Bordeaux glass, schvenker; the glasses should be made of fine and smooth glass
 - various decantation vessels
 - metal containers made of appropriate steel, chromed or silver plated, jars and bottles
 - lingerie in white: tablecloths, uppers, decorative tableclothes, banquet tablecloths, napkins, napkins for serving wine and hand-made napkins
 - service accessories according to modern rules for easy and banquet service
 - auxiliary inventory: various trays, serving trolleys, openers, corks, small plates
 - the possibility of supplying different types of Macedonian and more typical foreign wines

Providers of procedures for identifying and verifying professional qualifications must provide information and advice to candidates with a qualified counsellor.

Staff terms and conditions

A member of the Commission for Verification and Certification of a NPK may obtain a license for anyone who meets the conditions prescribed by the law governing the National Vocational Qualifications.

The Commission shall consist of three members, of which:

- one member of the commission has at least a minimum higher education in the field of food technology or in the field of agronomy, viticulture and 5 years of experience in the field of the oenology,

- one member of the commission has at least higher education in the field of catering and 5 years of professional experience in vocational training,
- one member of the commission is a sommelier and has 5 years of experience in the conglomerate.

10. The validity of the issued certificates

Validity has no expiry date.

11. Standards of expertise and skills

Key tasks	Knowledge and skills	Tasks for verification
Buys wine	<ul style="list-style-type: none"> • accepts offers • monitors the characteristics of wines of individual years • buys wine • knows the winegrowing areas, the environment, the location and the individual types of wines in the areas • knows the types of wines and growers from Macedonia and abroad • knows wine distillates • knows products from wine and grapes • can choose wines according to type and quality • understands the ratio of price and quality • knows other non-alcoholic and alcoholic beverages • knows oils, rain, coffee, tea, water, cigars 	<ul style="list-style-type: none"> • make an offer on the basis of a wine offer on the market and adapt it to the catering establishment and its offer (by choice of the commission) • review the wine offer on the market based on catalogs of wine producers • make a selection of wines for the catering establishment - draw up a written offer • prepares the calculation of the selling price per unit • takes into account Macedonian wine legislation • comply with the prescribed norms • rationally consumes energy, material and time • ensures the quality of work done • uses information and communication technology <p>wine tasting and a description of the wine (the selection</p>

		<p>committee) in the Macedonian or foreign language</p> <ul style="list-style-type: none"> • determine the key characteristics of the wine and, if possible, the variety • describes the wine in appearance, smell and taste • determine the wine-growing area • takes into account Macedonian wine legislation • takes into account sanitary and hygiene regulations and uses personal protective equipment • follow the instructions for safe work • ensures the quality of work done • takes into account basic communication skills and professional vocabulary in one of the foreign languages <p>lists and describes the main characteristics of other non-alcoholic beverages, alcoholic beverages and oils, vinegar, coffee, tea, water, cigar (selected by the commission)</p> <ul style="list-style-type: none"> • adheres to the principles of successful communication
Stores wines	<ul style="list-style-type: none"> • stores and distributes wine • controls the proper storage and ripening of wines in the wine cellar • knows the basics of cellars 	<p>describes the proper storage of wines</p> <ul style="list-style-type: none"> • describes the position of the bottles • describes the appropriate temperature, light and humidity of the room

	<ul style="list-style-type: none"> • knows the conditions of wine production that determinate the quality • can store bottled wines • knows the ways of maturing wines • knows the storage temperatures of wines 	<ul style="list-style-type: none"> • takes into account sanitary and hygiene regulations • follow the instructions for safe work • ensures the quality of performed work • adheres to the principles of successful communication
recommends wine to the guests	<ul style="list-style-type: none"> • chooses and expertly recommends wine to guests for individual dishes on the menu • chooses and expertly recommends wines to guests based on the menu • draws up a wine list and participates in its design • knows all types of wines offered and their characteristics and can distinguish them • knows the ingredients of the wine and its energy value • knows substances or products in wine that cause allergies or hypersensitivity • knows the harmony (matching) of wine with dishes • knows the use of wine in the kitchen • organoleptically detect diseases and wine mistakes 	<p>recommends suitable wines to the menu (by choice of commission) in Macedonian or foreign language:</p> <ul style="list-style-type: none"> • checks the menu • recommends appropriate wine to a particular menu in the menu • takes into account the principles of gathering wine with dishes • takes into account the correct sequence of wine offers • takes into account basic communication skills and professional vocabulary in one foreign language <p>creates a wine list (select the commission)</p> <ul style="list-style-type: none"> • takes into account the offer of a restaurant • takes into account the location • takes into account the professional guidelines for determining the sequence of wines • takes into account the principles of gathering wine with dishes • takes into account Macedonian wine

		legislation related to the wine list
Prepares wine for serving according to a professional procedure	<ul style="list-style-type: none"> • preparation of wine for serving by categories: quiet, sparkling, predicate, archive, liqueur, aromatized wines • prepare a single type of wine at the appropriate temperature • adapts the wine temperature to individual dishes • master the parameters of Macedonian and foreign wines according to the legislation • master the process of ventilation, decantation and appropriate inventory • knows Macedonian wine legislation 	<p>prepare wine for serving (on the commission's request)</p> <ul style="list-style-type: none"> • prepare a server inventory • prepare wine for serving according to the type of wine • adjusts the temperature of the wine • uses appropriate utensils and devices • takes into account Macedonian wine legislation related to wine serving • takes into account sanitary and hygiene regulations and uses personal protective equipment • follows the instructions for safe work • rationally consumes energy, material and time • ensures the quality of performed work
professionally serves the wine to the guests by following professional procedures	<ul style="list-style-type: none"> • present wine to guests (historical, cultural, geographical features) • professionally opens up wines of all kinds, always following professional procedures • checks the appearance, smell and taste of the wine • serves wine for guests following different types of treatments (regular and extraordinary meals) 	<p>Serves the selected wine with individual dishes (according to the commission's choice)</p> <ul style="list-style-type: none"> • chooses suitable glasses • checks the suitability of the wine temperature • determines the order of the wines when serving • present wine (in Macedonian or foreign language) • professionally opens the wine • checks the cork

	<ul style="list-style-type: none"> • master the procedures for serving various wines • knows the types and shapes of glasses for the service of individual types of wine and knows how to use them • knows the types and shapes of glasses serving other drinks and can use them • knows the appropriate wine temperature according to the type of wine and the way of serving • knows the appropriate temperature according to the place and the opportunity of serving the wine • she is familiar with the gathering of wine with food and the order of the service 	<ul style="list-style-type: none"> • check the wine in appearance, smell, taste • serves wine in a professional way to guests • uses appropriate utensils and devices • takes into account Macedonian wine legislation related to wine serving • follows with the prescribed norms • takes into account sanitary and hygiene regulations and uses personal protective equipment • follows the instructions for safe work • rationally consumes energy, material and time • ensures the quality of work done • takes into account basic communication skills and professional vocabulary in a foreign language
Organizes and guides tasting	<ul style="list-style-type: none"> • prepares a wine tasting plan • sorts wine correctly, according to its characteristics: year, sugar level, alcohol, colour, variety, origin, quality, structure • present individual wines according to the criteria stated on the label • serves each wines • describes each wine 	<p>describes the performance of the tasting (by the commission's choice)</p> <ul style="list-style-type: none"> • prepares a tasting plan • selects a serving inventory • chooses a suitable space • determines the order of dispensing • chooses snacks to wine • describes individual wines • uses appropriate utensils and devices • follows Macedonian wine legislation • follows the prescribed norms

		<ul style="list-style-type: none">• follows sanitary and hygiene regulations and uses personal protective equipment• follows the instructions for safe work• rationally consumes energy, material and time• ensures the quality of work done• adheres to the principles of successful communication
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12. Literature

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