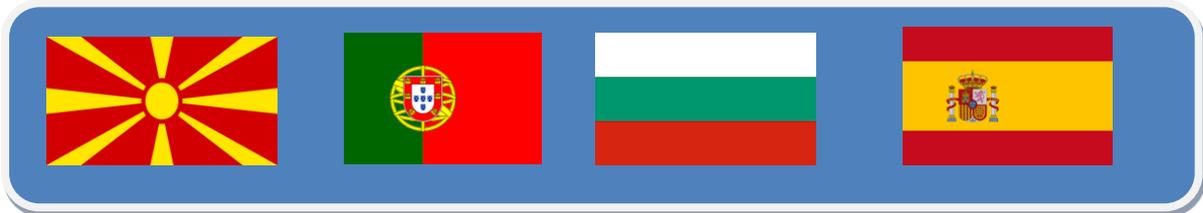




WINE AND CHEESE AND TOURISM WILL SHINE!

Curriculum for Cheese Sommelier

The Economic Chamber for Tourism In cooperation with:



Co-funded by the Erasmus+ Programme of the European Union



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

Cheese consultant /sommelier for cheese 4601176011

### Klasius-P

Oenology (8116)

### Klasius-SRV

Fifth level: Results, NPK Certification System (25000)

## 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 professional standard Cheese Advisor - Cheese Sommelier and item 11 of this catalogue.

### 2.2. SPECIFIC CONDITIONS TO BE FULFILLED BY THE PERSON WHO WISH TO OBTAIN PROFESSIONAL QUALIFICATION

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

## 3. Integration with programs leading to a qualification

## 4. Methods of examination of the professional skills

### 4.1. Certification

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

1. recognizes the content of the professional standard fully,
2. recognizes the content of the professional standard in part and determines the knowledge, skills and competences it will verify,

3. 3. does not recognize any content of a professional standard because the candidate does not demonstrate any skills, competences and professional standards, and it will verify the entire occupational standard.

#### 4.2. Methods of verification

Practice with a defence

#### 5. Verification criteria

<b>Field of the evaluation</b>	<b>Evaluation criteria</b>	<b>Percentage (%)</b>
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	
Performance	arrangement of work space in the bar (guards, space and table decoration)	50
	correct use of appliances and utensils in the preparation and serving of cheeses	
	quality and professionalism in the preparation and serving of cheeses	
	economical use of time and materials	
	following safety and health rules at work	
	Following sanitary and hygiene rules and regulations HACCP (cleaning and arranging work space, ecological management)	
	following the good manners and the rules of communication for reception of guests, presentation and serving of cheeses	
Documentation	duly completed documentation (purchase file), transparent and systematic documentation (offers)	10
Oral defence	presentation of cheeses (characteristics of cheeses) and justification of selection of cheeses, selection of utensils (communication skills, professionalism)	30

#### Elimination criteria

- failure to comply with the Guidelines for Good Hygiene Practice (HACCP), Sanitary and Hygiene Rules and Safety at Work
- incorrect use of machinery, equipment and equipment

- misunderstanding of documentation
- not following the good manners and rules of business communication

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

### 7. Level of difficulty of work

(v)

### 8. Adjustments for people with special needs

No adaptations for people with special needs.

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

- Material conditions 9.1. Material conditions
  - classroom for service training or an appropriate restaurant area with restaurant tables, chairs, serving tables, auxiliary tables (geridon) and other restaurant furniture
  - a computer with access to the Internet
  - equipped bar with ice maker, cooling wine glasses for wine and other drinks and a separate cooler for cheese
  - serving utensils: plates (large serving, small serving), containers, fresh and dried fruit, single and multicolour plates of various shapes
  - special inventory for serving and cutting cheese:
    - knives for cutting cheeses with noble mold (min 3 pcs), which can have handles in different colour
    - gyrolla
    - wire for cutting soft cheeses
    - knife for cutting hard mountain cheeses
    - knife for cutting hard cheeses (grana padano, parmesan ...)
    - cutting boards for cheese
    - a serving cart for serving cheese
    - Restaurant linen: tablecloth, hand-made napkins, decorative tablecloths

- accessories (stainless steel or silver) for serving and helping to serve cheese
- the possibility of supplying and storing at least: three Macedonian, three French two Italian, two Swiss and two Dutch cheeses

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

- Staff terms and conditions 9.2 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 is composed of three members, of which it has:
  - one member of the commission has at least higher education in the field of catering, tourism or food technology and 5 years of professional experience as cheese maker or cheese sommelier,
  - one member of the commission has at least secondary vocational education in the field of catering and 5 years of professional experience as cheese maker or cheese sommelier,
  - one member of the commission has of at least 5 years of professional experience as a cheese maker or cheese sommelier.

## 10. The validity of the issued certificates

Validity has no expiry date.

## 11. Standards of expertise and skills

Key tasks	Knowledge and skills	Examination tasks
acquires cheeses based on a sensory assessment and takes care of the suitability of cheese supplies	<ul style="list-style-type: none"> <li>• chooses cheese for seasonal offer and on the basis of it prepares demand for suppliers</li> <li>• accepts offers and senses the quality of the cheese at the time of purchase</li> <li>• interviews the cheese producer about the specificities and methods</li> </ul>	<p><b>prepares a selection of cheeses that would be included in the offer of a particular catering company according to the season and the type of plant (by the commission's choice)</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• selects cheeses from a ready-made set of cheeses</li> </ul>

	<p>of production, and uses the data to present cheese to guests</p> <ul style="list-style-type: none"> <li>• purchases the appropriate amount of cheese according to the program and the scope of work or planned offer</li> <li>• ensures adequate quality, quantity and variety of cheese supply</li> <li>• determines the market price of the cheese</li> <li>• properly store and nourish cheeses during storage time</li> <li>• identifies errors in cheese and take appropriate action</li> <li>• keeps a record of purchased cheese (age, maturity, etc.)</li> <li>• knows the types of cheeses for the seasonal offer</li> <li>• can evaluate the quality of the cheese at the time of purchase</li> <li>• knows the procedures for correct storage of cheeses</li> </ul>	<ul style="list-style-type: none"> <li>• assessment of cheeses using the senses</li> <li>• describes the properties of each selected cheese</li> <li>• recognizes the quality of cheeses</li> <li>• recognizes cheese defects and takes appropriate action</li> <li>• justifies the selection of cheeses</li> <li>• follows the guidelines for good hygiene practice (HACCP)</li> </ul> <p><b>makes an offer based on the offer of cheeses on the market and adapt it to the catering establishment</b></p> <ul style="list-style-type: none"> <li>• reviews the supply of cheese on the market based on catalogs of cheese producers and other available supply sources</li> <li>• makes a selection of cheeses for the catering establishment and prepare a written offer of cheeses</li> <li>• prepares the calculation of the cost of the unit of sale of the price</li> </ul> <p><b>prepare a procurement file for selected cheeses according to the selection of the commission</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• determines the age of the cheese</li> <li>• determines the maturity level</li> <li>• determine the type of cheese</li> <li>• identifies the particularities during feeding</li> <li>• defines the date of purchase and the input weight</li> </ul>
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		<ul style="list-style-type: none"> <li>• plans the sales line of a particular cheese (when it comes to the offer)</li> <li>• stores cheeses selected by the commission</li> <li>• chooses the appropriate packaging for the storage of the cheese</li> <li>• determines the appropriate temperature and humidity for storing cheese outside the refrigerator (in a cheese pantry or basement)</li> <li>• describes the procedures for keeping the cheese during storage</li> <li>• knows the procedure for cheese storage</li> <li>• warns about potential dangers that may occur during ripening of the cheese</li> <li>• estimates the approximate lifetime of the cheese at optimum storage conditions</li> <li>• follows the HACCP storage requirements</li> <li>• adheres to the Code of Conduct and Dressing</li> <li>• follows the guidelines for good hygiene practice (HACCP)</li> <li>• assures the quality of service</li> </ul>
prepare cheeses for serving	<ul style="list-style-type: none"> <li>• cheese has proper temperature for serving</li> <li>• cleanse the cheese</li> <li>• removes unnecessary packaging</li> <li>• marks cheeses for easier visibility</li> <li>• decoratively puts cheese on the sales inventory (cheese plate or cheese cart, cheese cake)</li> </ul>	<p><b>prepare cheese for serving (according to commission's selection)</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• selects cheeses from a ready-made set of cheeses</li> <li>• prepares a server inventory</li> <li>• combines cheeses and appropriate accessories</li> <li>• serves cheeses</li> </ul>

	<ul style="list-style-type: none"> <li>• combines with a good combination of additives (hazelnuts, peanuts, nuts, dried fruits, honey, mumps)</li> <li>• chooses wines and other drinks and rinses them properly before serving</li> <li>• cheeses are properly packaged and stored after serving in accordance with the HACCP rules</li> <li>• knows the process of preparing cheese for serving</li> <li>• knows the appropriate temperature of serving cheeses</li> <li>• knows the ways of decorative laying of cheese on the sales inventory</li> <li>• knows the appropriate combinations of cheese with additives and drinks</li> <li>• knows the appropriate temperature of cooling of selected wines and other drinks that match the cheese in the offer</li> <li>• knows how to pack and store cheeses</li> </ul>	<ul style="list-style-type: none"> <li>• lists the wines and other beverages that are suitable for selected cheeses</li> <li>• prepares wine and other drinks that are suitable for serving the selected cheeses</li> <li>• cleans up the workplace</li> <li>• lists the consumption of served cheese</li> <li>• rational uses of energy, time and materials</li> <li>• adheres to the Code of Conduct and Dressing</li> <li>• follows the guidelines for good hygiene practice (HACCP)</li> <li>• follows occupational health and safety regulations</li> <li>• assures the quality of the service provided</li> </ul>
include cheeses in prepared dishes	<ul style="list-style-type: none"> <li>• professionally includes suitable cheeses in all groups of dishes to create harmonious dishes</li> <li>• prepares various forms of warm social cheese dishes and include them in the appropriate offer (fondue, raclette)</li> <li>• knows various forms of warm accompanying dishes and can integrate them into the appropriate offer</li> </ul>	<p><b>suggests cheeses for certain dishes (according to the commission's selection)</b></p> <ul style="list-style-type: none"> <li>• prepares a draft of the seasonal menu (min 4 courses) from prepared cheese dishes</li> <li>• justifies its choice of cheeses</li> </ul> <p><b>prepare fondues and make it professionally</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• chooses among the cheeses that are available and suitable for funds</li> </ul>

		<ul style="list-style-type: none"> <li>• prepares a server inventory</li> <li>• serves fondues</li> <li>• cleans up the workplace</li> <li>• uses rationally energy, time and materials</li> <li>• follows the Code of Conduct and Dressing</li> <li>• follows the guidelines for good hygiene practice (HACCP)</li> <li>• follows the occupational health and safety regulations</li> <li>• assures the quality of the service provided</li> </ul> <p><b>Prepares raclette</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• choose among the cheeses available which are suitable for raclette</li> <li>• prepares a server inventory</li> <li>• serves fondues</li> <li>• cleans up the workplace</li> <li>• uses rationally of energy, time and materials</li> <li>• follows the Code of Conduct and Dressing</li> <li>• follows the guidelines for good hygiene practice (HACCP)</li> <li>• follows occupational health and safety regulations</li> <li>• assures the quality of the service provided</li> </ul> <p><b>prepares and serves the dish in front of the guest / commission (according to the commission's selection)</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• prepares the appropriate mise-en-place</li> <li>• prepares an appropriate serving inventory</li> </ul>
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		<ul style="list-style-type: none"> <li>• performs the process of preparing the dishes</li> <li>• comments on procedures</li> <li>• serves and serves a prepared dish</li> <li>• uses rationally energy, time and materials</li> <li>• follows the Code of Conduct and Dressing</li> <li>• follows the guidelines for good hygiene practice / HACCP</li> <li>• follows the occupational health and safety regulations</li> <li>• assures the quality of the service provided</li> </ul>
presents and recommends cheese to the guests	<ul style="list-style-type: none"> <li>• presents and describes cheeses by type (informs guests about the specificities of each cheese)</li> <li>• uses and masters appropriate descriptive professional terminology in describing cheeses</li> <li>• recommends cheeses according to the characteristics and wishes of guests</li> <li>• recommends appropriate drinks, drinks or wine to cheese</li> <li>• informs the guest about allergens in cheeses and supplements</li> <li>• adapts the content, methods and style of presentation of cheeses for various purposes</li> <li>• performs the presentation in terms of a guest experience, emphasizing the specificities related to the specificity of the restaurant and regional, historical, ethnological and</li> </ul>	<p><b>present cheeses to guests in Slovene or foreign language:</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• addresses the guests appropriately</li> <li>• suggests a recommendation based on the time of the meal, the course in the menu, and the guests' wishes or the wishes of the commission members</li> <li>• chooses suitable accompanying food to recommended cheeses</li> <li>• the selection of cheeses is described by the method of cheese making, the source, the maturing and using the correct terminology</li> <li>• invites guests to their decision</li> <li>• informs the guest about allergens in cheeses</li> <li>• recommends / selects a wine or another suitable drink to the recommended selection of cheeses</li> <li>• follows the Code of Conduct and Dressing</li> </ul>

	<p>other characteristics of cheeses</p> <ul style="list-style-type: none"> <li>• knows the rules of a good seller in the presentation of cheeses, being skilful and tactful in communicating</li> <li>• • knows substances or the products that cause allergies or hypersensitivity</li> <li>• calculates the nutritional and biological value of each cheese at the guest's request</li> <li>• masters the basic communication functions and professional vocabulary in at least one foreign language</li> </ul>	<ul style="list-style-type: none"> <li>• assures the quality of the service provided</li> </ul>
<p>Serves cheeses to the guests</p>	<ul style="list-style-type: none"> <li>• determines and follows relevant norms</li> <li>• serves cheese in a certain order on a plate and recommends a suitable attachment or bread</li> <li>• recommends a suitable sequence of cheeses according to the offer</li> <li>• serves the cheeses at different meals and meals</li> <li>• serves cheeses in various catering establishments</li> <li>• organizes and manages cheese tasting</li> <li>• informs guests and visitors on the culture of cheese nutrition</li> <li>• prepares and chooses a place for tasting</li> <li>• selects cheeses in the appropriate order</li> <li>• prepares a list for tasting</li> <li>• determines wine and wine tasting supplements</li> <li>• serves cheeses with appropriate wine or other beverages</li> </ul>	<p><b>serves selected cheeses to guests / commission in Macedonian or foreign language</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• chooses the right inventory for cutting cheese</li> <li>• cuts the cheese uses certain cutting techniques</li> <li>• uses the correct sequence of cheeses</li> <li>• serves the servant properly on a serving plate</li> <li>• provides suitable accompanying food to the cheese</li> <li>• decorates the plate</li> <li>• serves the plate to the guest with a brief presentation of selected cheeses</li> <li>• wishes bon appetit to the guests</li> <li>• prepare a service bill</li> <li>• respects the Code of Conduct and Dressing</li> <li>• follows the guidelines for good hygiene practice (HACCP)</li> </ul>

	<ul style="list-style-type: none"> <li>• masters the basic communication functions and professional vocabulary in at least one foreign language</li> <li>• knows Macedonian and major world cheeses</li> <li>• knows the correct techniques for cutting cheese</li> <li>• can establish appropriate contact and communication with the guest</li> <li>• can properly offer, present and describe individual cheeses</li> </ul>	<ul style="list-style-type: none"> <li>• respects occupational health and safety regulations</li> <li>• assures the quality of the service provided</li> </ul> <p><b>serves wine or other suitable beverages to the guests or to the commission</b></p> <ul style="list-style-type: none"> <li>• prepares for work</li> <li>• chooses the appropriate glasses for the selected wine or drink</li> <li>• present the wine in a correct way, open the bottle and put it in a jar</li> <li>• pours a wine or other selected drink to the guest / commission</li> </ul> <p><b>organises the degustation of the cheeses (accordint to the commission's selection) in Macedonian or foreign language</b></p> <ul style="list-style-type: none"> <li>• chooses cheeses for tasting</li> <li>• selects the appropriate inventory for cutting cheese</li> <li>• determines the correct order of tasting selected cheeses</li> <li>• provides suitable additives to the cheese</li> <li>• cuts the cheese using certain cutting techniques</li> <li>• follows the correct sequence of cheese tasting</li> <li>• address the guests and present them cheeses</li> <li>• answers questions that may arise during the tasting</li> <li>• follows the Code of Conduct and Dressing</li> <li>• follow the guidelines for good hygiene practice (HACCP)</li> </ul>
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		<ul style="list-style-type: none"><li>• follows the occupational health and safety regulations</li><li>• uses rationally energy, materials and time</li><li>• assures the quality of the service provided</li></ul>
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## 12. Literature

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