

Qualification card Bread-maker

Preliminary instructions

This qualification card is a tool for measuring the intern's skills and qualifications related to the job as a Bread-maker. The questions can also be used as a conversation tool, to address issues with an intern.

This qualification card is divided into three sections:

- 1) Preliminary checklist for basic demands and conditions
- 2) Personal skills
- 3) Practical qualifications

We recommend that the first section is used both in the casting process, as a part of the introduction day, and on the first day of the internship, to balance expectations with the intern.

Use the second and third section throughout the internship to find focus points, track development, and to give an idea of how far the intern is from being qualified for regular employment.

The supervisor can before the evaluation with the intern orient themselves in the qualification cards, and choose the questions that are relevant for the intern's current level of qualifications. We recommend that the supervisor and the intern fills out the qualification card together.

Bread-maker/bakery

This is the person in charge of the production of bread and baked goods. He/she intervenes in the whole production process: reception and storage of raw materials, processing and storage of finished products, maintenance of machinery. In the production process, he/she doses the ingredients, kneads, rolls, breaks and forms the various types of bread and baked goods; he/she operates a correct fermentation of the dough; he/she supervises the baking. He/she carries out the activity both with manual work and with machinery and instruments (mixers, moulds, leavening rooms, ovens, scales, etc.). He can also deal with the sale of the finished products.

It is a profession that has changed a lot over time so as to become an expert in "white art" with specific technical knowledge. To become a baker in Italy it is necessary to attend a theoretical-practical course of about 600 hours (with internship) to obtain the Professional Qualification of Baker (recognized throughout the EU according to level EQF3). Those who are already familiar with the world of food, can do a laboratory course of Specialization in Bakery.

In order to open one's own food service business (e.g. artisan bakery, bakery, pizzeria, pastry shop, etc.) in Italy a SAB qualification (formerly REC) is required.

Preliminary checklist for basic demand and conditions			
	Demands and Conditions	NO	YES
1	I understand that it is physically intensive (moving heavy bags of flour, kneading by hand, using high-temperature ovens...).		
2	I understand that I have to work at night when others are asleep. The shift can start at 2 a.m.		

3	I understand that I need to be able to handle multiple things at once (I need to multitask)		
4	I understand that I need to learn about local traditions and recipes (traditional breads, biscuits, cakes...)		
5	I understand that I may be asked to use animal products (e.g. eggs, pork lard). So If I cannot manage them I have to inform about it.		
6	I understand that I must use a clean uniform and protective equipment to ensure hygiene and safety		
7	I understand that if I am sick and unable to work, I have to call my supervisor at least 2 hours, or as soon as possible, before my shift begins		
8	I understand that when I get better after being sick, I need to call my supervisor to let him/her know that I am ready to work.		
9	I understand that it is very important that I practice my Italian during my internship.		

Personal skills						
	Field of Training	Not yet	Just Started	Halfway	Close to Goal	Good to go
1	I am always on time					
2	I can cope with fatigue					
3	I don't mind working at night					
4	I am clean and tidy					
5	I have good manual skills and I am creative					
6	I can multitask					
Practical qualifications						
	Field of Training	Not yet	Just Started	Halfway	Close to Goal	Good to go
1	I know that I have to carry out the work according to the instructions of my superiors					
2	I know how to preserve and store goods (raw materials, semi-finished and finished products)					
3	I can control the quality and the state of preservation of raw materials for processing					
4	I know how to mix ingredients to be used in the preparation of baked goods					
5	I know how to work the dough (breaking and forming) of different baked goods (leavened and unleavened)					
	Field of training	Not yet	Just Started	Halfway	Close to Goal	Meta raggiunta

6	I know the levitation cycles, levitation and baking times for the preparation of baked goods					
7	I know how to make corrections if necessary					
8	I can monitor and control cooking with respect to product types					
9	I know the rules of safety and hygiene					
10	I know how to carry out the finishing and decoration of products					
11	I can evaluate the quality of the bread produced					
12	I know how to prepare, check and clean production machinery					
13	I know how to clean and tidy work spaces					
14	I can collaborate on the product display space, ensuring hygiene, cleanliness and tidiness					
15	(if requested) I can attend to the customer					
16	(if requested) I can record the sale and payment					

The described practical qualifications have been achieved during an internship at:

Date

employee (name and signature)

Date

Baker manager (name, signature and stamp)