



# EUROPEAN SKILLS PASSPORT

## THE COMPLETE 'CAREER MANAGEMENT' TOOL KIT

Keep a record of your skills, qualifications and achievements safely up to date online in your **European Skills Passport e-portfolio**.

- **Europass CV** helps employers understand your abilities and experience.
- **Europass Certificate Supplement** and **Diploma Supplement** are official records of your programme of learning and award.
- **Europass Language Passport** records your language competences and qualifications.
- **Europass Mobility** records learning outcomes achieved during an organised period of time spent in Europe training, working, or learning.

Show what you know with the European Skills Passport



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[www.europass.ie](http://www.europass.ie)

# EUROPASS SKILLS PASSPORT

## Why use the Europass CV?

A Europass CV puts you at the heart of Europe-wide searches for talent. The CV is the most widely used CV template in the world. 50 million Europass CVs generated through the online editor since its launch in 2005 (one every 2.5 seconds, equivalent to a 10 km high pile of paper). Many employers and education and training providers use the Europass CV as a requirement in applying for a job or study placement. The CV uses a clear standardised format, that makes it easy for employers to see your strengths. It captures ALL your skills and achievements, including those leading industries say are keys to success in the workforce.

## Why use the Europass Certificate Supplement?

It helps your skills and qualifications get the recognition they deserve in Europe and beyond. In Ireland, QQI provide the Certificate Supplement for most further education and training awards. Across Europe, Certificate Supplements are familiar explanatory documents for vocational qualifications, and are provided by awarding / certification bodies. The Certificate Supplement is one of five tools in the Europass career management service.

## Why use the Europass Diploma Supplement?

It is designed to help your skills and qualifications get the recognition they deserve. In Ireland and across Europe, higher education institutions issue the Diploma Supplement automatically to support your parchment and transcript of results. The Diploma Supplement is one of five tools in the Europass career management service.

## Why use Europass Mobility?

Europass mobility is a personal document which is used to record and validate an organised period of time (a mobility experience) that a person spends in another European country for the purpose of learning or training. This includes accredited professional qualifications and skills gained in informal settings, e.g. social or organisational skills. It helps individuals to display their skills and competences to employers.

## Why use the Europass Language Passport?

Language Passport allows you to detail your language skills and competences - your ability to understand, speak and write a language and your experience of learning and using them. It is a self-assessment document where you describe your proficiency regardless of whether it was attained formally or informally. The Language Passport uses the six European levels of the Common European Framework of Reference for Languages (CEFR) to help you record your level of language proficiency in a standardised format.

**YOUR SKILLS CAN  
TAKE YOU  
FURTHER THAN  
YOU THINK!**

Europass is a free service funded by Erasmus+.