

Great Variety Well Done Examples for Individual Further Training Offers

Joiner's Course

Basic course: Passing on of theoretical and practical knowledge (milling, sawing, drilling) to programme and operate a CNC work-centre. Brush-up course: Extended computer operating systems, advanced machine operating. Run by: **BTZ**

Course: Motor Vehicle Electronics

Contents: Foundations of motor vehicle electronics, measurement technology, diagnostic possibilities, Run by: **Motor Vehicle Guild**

Additional Training: Electrical Expert

Contents: Theory, DIN-regulations in general, assembly of switches, sockets and lamps, etc. - Practice: Sensors, photoelectric barriers, transformers, signal lamps, switch-gauges, control devices, etc. Run by: **BTZ**

Preparatory master courses for almost all trades and crafts

Part I: practical part; Part II: theoretical part, Part III: Technical expert (Trade Corporation), Part IV: training aptitude regulations (AEVO), Run by: **BTZ and guilds.**

Course: Ice Cream Production

Contents: Recipes and variants of ice cream, practical production of 2 types of ice cream, Run by: **confectioner guild**

Course: Subject-bound English for Electrical Engineering

Contents: Reading and utilizing technical information in English, using English terms, making telephone calls, Run by: **BTZ**

The Skilled Crafts are Interesting and Full of Joy



"I still want to improve my German by all means", the Vietnamese seamstress **Thanh Huong Nguyen** is determined.

After the German Unification, she worked as a linen-seamstress. At present she is attending a qualification course as a laundress in a project for welfare recipients, which is executed together with the textile cleaners' guild. It is Mrs. Nguyen's biggest desire to finally get a certificate and then apply for a job. Together with other immigrant-women she has joined a German language course, for which she pays by herself. Within the project she alters trousers, skirts, jackets and dresses and in addition, instructed by a master seamstress, she designs and produces funky clothes and accessories. Mrs. Nguyen's dream is to become self-employed.

Skilled Crafts Comprise more than 150 Classical and New Occupations



"I'm firmly convinced that due to professional further education my chances in the labour market will grow", says **Bernardo Ndombele** from Angola, who has lived in Berlin for 13 years now.

Following his secondary school exams he began to collect information on job chances. After three and a half years he successfully finished training as an electrician. He gathered professional experience in smaller firms in Berlin-Kreuzberg and Hamburg. Later he joined a "Business Administration Training for Migrants" organized by the Berlin Chamber of Small Business and Skilled Crafts and afterwards applied for further education to become an expert of electronic communication.

You Do Enjoy Our Support! The Berlin Chamber of Small Business and Skilled Crafts and the Guilds in Berlin




The **Berlin Chamber of Small Business and Skilled Crafts** represents the interests of all crafts enterprises in Berlin. It is responsible for training and further education, which is carried out at two large education facilities – the Training and Technology Centre (BTZ) and the Training and Innovation Centre (BIZWA).

Berlin Trades and Crafts: Train and Employ

Almost every third trainee in Berlin learns in one of the city's about 29500 crafts enterprises, with about 187000 employees, who do some 11 billion € worth of business. Information on the almost 150 training jobs you will find under www.hwk-berlin.de/berufedatenbank_neu/index_a_z.htm. In 2003 some 3600 new crafts enterprises were founded in Berlin.


In the **guilds** the independent trades- and craftsmen and -women of one or more related trades have joined together. Membership is voluntary. The guilds take care of the training of apprentices, give advice to the instructors and hold the respective journeyman exams. In Berlin, there exist some 50 guilds - the biggest five are:

 **FIB** Hairdressers' Guild Berlin

 Guild for Sanitary, Heating, Plumbing, Climate Berlin

 Electro-Guild Berlin, Regional Guild for Electric technicians

 Guild for Metal and Synthetic Technology Berlin

 Guild of the Motor Vehicle Trade Berlin

As at December 31st 2003

Our Task: Profession's Integration of Immigrants

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The **BGZ Berliner Gesellschaft für internationale Zusammenarbeit mbH (Berlin International Cooperation Agency)** is a joint private and public sector institution. It is a non-profit organisation set up to carry out international cooperation projects. Main emphasis in its activities is laid on education and training, on the integration of immigrants and the promotion of international cooperation between administrations as well as small and medium-sized enterprises. Shareholders of the BGZ are the Berlin state government, the Berlin Chamber of Small Business and Skilled Crafts and the Berlin Chamber of Industry and Commerce.

ProInteCra stands for **Professional Integration of Immigrants in Skilled Crafts** and has set itself the aim to promote the integration of migrants in trades and crafts. At the same time barriers against integration shall be overcome. ProInteCra is a project of the EQUAL initiative. Contact for ProInteCra is the BGZ.



EQUAL is a joint initiative of the European Union and financed by the Federal Ministry of Economy and Labour from means of the European Social Fund. In the framework of EQUAL new, innovative projects are sponsored, which are suitable to overcome inequalities and discriminations in the labour market.



Gefördert durch das Bundesministerium für Wirtschaft und Arbeit aus Mitteln des Europäischen Sozialfonds



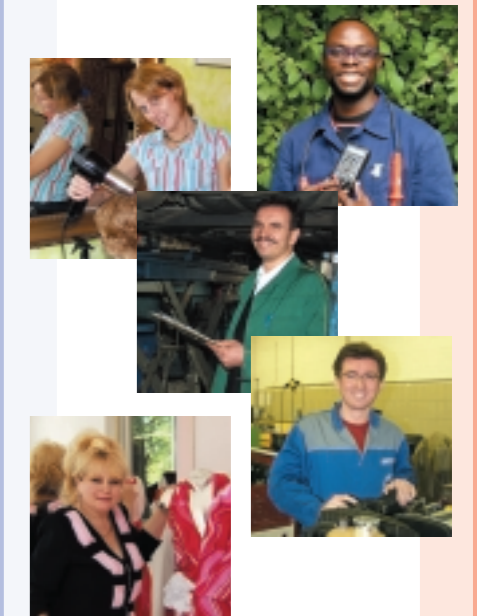
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Skilled Crafts in Berlin for Migrants

Improving Chances and Prospects



Handwerkskammer BERLIN





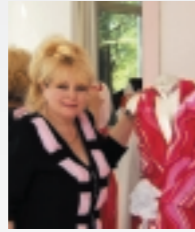
Sweet life is not only sugar:

Hinako Obori, a Japanese female journeyman confectioner, was a bank employee, before she met a Japanese master baker, who had obtained his master craftsman's diploma in Germany. A short time afterwards, supported by the guild, she searched for a training vacancy, and only recently she passed part one of her master's exam. From the very beginning it was definite to her: "I want to learn everything the German training system can offer."



A rosewood shelf:

Atila Tuc, a Turkish master joiner, is the son of Turkish immigrants and the owner of a joiner's workshop in the Berlin district of Kreuzberg. The shelf made of rosewood was his masterpiece, it was awarded the 1st Prize "Creator In Trade" in the Berlin joiners' trade. He was granted his master's certificate in the Training and Technology Centre (BTZ). He says: "At a very early time, already, it had been my aim to set up a business on my own."



Creativity means a lot to her:

Vera Bober, a Ukrainian tailor-woman, owns a fashion studio, where she produces among other things made-to-measure clothing. Quite recently she passed the theoretical and practical parts of her master's certificate at the Berlin Chamber of Small Business and Skilled Crafts. And proudly she comments: "Tailoring is my life, my oxygen, my profession - in this subject I know everything."



Further education was the best investment:

Alexander Schneider learned the trade of a dental technician in Kazakhstan, before he immigrated with his family to Germany. Today he works as master and director in a modern dental technical firm after having passed a master's preparatory course in the Education and Technology Centre of the Berlin Chamber of Small Business and Skilled Crafts: "Now I have got the master's certificate and can keep up with all the other experts of dental technique."

Among the traditional skilled crafts there are for example bricklayers and joiners. Old traditions and techniques have been preserved and further developed, new trades such as information electronic technician or motor vehicle electronic mechanic came into being. Whoever wants to undergo an apprenticeship or further training in skilled crafts, in Berlin he or she has the choice among more than 90 training occupations, including interesting ones for women, such as optician, dental technician, pastry cook, photo-media-lab-technician and earphone technician.

Skilled Crafts: Solid and Broad

Speaking about migration one often says, everybody is a stranger, almost everywhere. Also the journeymen, who since the medieval days wandered through the lands in a bid to learn something new for their trades and crafts, were regarded as strangers. Today again more and more craftsmen and craftswomen are wandering. At present presumably some 500 to 600 of them from 30 to 35 skilled crafts are on the road in Europe, among them 10 to 15 percent women.

Skilled Crafts: Solid and Broad

Great Variety Well Done Examples for Individual Further Education Offers

Crash course: Commercial and Legal Foundations,
Contents: Know-how for new business founders,
Run by: BTZ

Brush-up course for theoretical and practical **knowledge in painter's trade,**
Contents: among other things mathematics with surface calculation, physics, chemistry, undercoats and their characteristics, chromatics,
Run by: BTZ

Short course: EXCEL for Crafts and Trades Office,
Contents: Making-up of accounts, keeping account book for a whole year, how to supervise a running project,
Run by: BTZ

CNC Individual Training,
Contents: From foundations of machine programming to independent creating of CNC-programmes,
Run by: BTZ

Basic and specialist courses: Electronic Engineering Certificate (Elektronikpass),
Contents: acknowledged practice-orientated **electronic training** based on HPI, Run by: BTZ

Course: Master of Business Administration (Chamber of Small Business and Skilled Crafts - HWK),
Contents: among others methods of business management and -analysis, commercial management, management tasks in workshops,
Run by: BTZ

Courses for examined **restorers in trades and crafts** (painters/varnishers, restorer joiners),
Run by: BTZ

Courses: Hair-Cutting ABC, manicure, nail-design (Tip-technique),
Run by: **Hairdressers' Guild**

Skilled Crafts Are Individual and Show Roads to Establishing One's Livelihood

"My aim has always been the establishment of an own firm" says the Turkish motor vehicle master **Mesut Kösker** today.



He is 35 years old, has got the state certificate as master motor vehicle technician and is the owner of the Berlin firm EURO-KFZ-Meister-betrieb. His apprenticeship he passed with a German master. "The subject-bound further education courses I have made, had been very good investments," he said, "they helped me to pass at the age of 29 the difficult master's exam." He is full of praise for the Berlin motor-vehicle guild, where in case of problems he can go to for advice and support.

Trades and Crafts Promote Integration and Offer Acknowledged Exams



"I never wanted to have a shop for immigrants only," underscores the Italian master hairdresser **Ida Maria Macis**.

In the "Ida and Team" shop in the Berlin district of Schoeneberg one is having a great time, many regular customers are coming from the near-by area, Germans and immigrants. First Ida Macis worked in a salon in Italy, before her exam in Germany was acknowledged by the Berlin Chamber of Small Business and Skilled Crafts. Meanwhile she has collected 25 years of professional experience and feels well in Berlin-Schoeneberg. For the future she would love to teach "hair-cutting" to young hairdressers in a school.

Great Variety Well Done

Addresses and Contacts

■ ■ Handwerkskammer Berlin (Berlin Chamber of Small Business and Skilled Crafts)

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■ ■ Bildungs- und Technologiezentrum der Handwerkskammer Berlin (BTZ) (Training and Technology Centre Berlin)

Mehringdamm 14, 10961 Berlin
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Further information under: www.hwk-berlin.de

The BTZ offers a comprehensive educational programme. Main points are among others: Preparatory master training courses, further training in skilled crafts, seminars for small businesses.

Contact for further training in skilled crafts: Gregor Schoening
Phone: 030 25903-420
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■ ■ Bildungs- und Innovationszentrum der Handwerkskammer Berlin (BIZWA) (Training and Innovation Centre)

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■ ■ The Profession's Information Centres (BIZ) of the Agentur für Arbeit (Employment Office)

offer you general information on trades and crafts. You will find the BIZ in your regional **employment office**.