

Polytechnic „Nikola Tesla“ in Gospić, Ban Ivan Karlovića 16, Gospić announces

## **COMPETITION**

for recruitment as follows:

1. Two teachers (m/f) in associate or teaching position from assistant to senior lecturer, scientific area of technical sciences, scientific field of traffic technology and transport, permanent, full time job
2. One teacher (m/f) in associate or teaching position from assistant to college professor, area of social sciences, field of economics, permanent, full time job
3. One executor (m/f) to the position of the 1<sup>st</sup> kind - the head of the subsection at the central service, permanent, full time job, probation period of six months
4. One executor (m/f) to the position of the 2<sup>nd</sup> type –branch office chief, permanent, full time job, probation period of three months

### **Conditions:**

The candidates applying for the positions under points 1 and 2 must meet the conditions prescribed by the Law on Scientific Activity and Higher Education, the terms of the Council of Polytechnics and HEIs of the Republic of Croatia stipulated by the Decision on Conditions for Assessment of Teaching and Professional Activities in the Process of Election into Teaching positions and the conditions of the Statute of the Polytechnic “Nikola Tesla” in Gospić.

Advantage under point 2: teaching and working experience in the field of finance, accounting, tourism and / or public procurement.

The candidates applying for the position under point 3 must meet the following conditions: graduate study programme or specialist graduate professional degree or university degree obtained in accordance with regulations previously in force. Advanced knowledge of computer work, the English language knowledge, at least five years of work experience in general, personnel and technical affairs, keeping records and drafting and implementation of acts and programmes, i.e. the same or similar affairs.

Advantage: experience of working in public institutions, especially in higher education area.

The candidates applying for the position under point 4 must meet the following conditions: completed undergraduate university study or undergraduate professional study or higher expertise acquired in accordance with regulations previously in force. Good knowledge of computer work, the English language knowledge, at least two years of work experience at positions in keeping records and drafting and implementation of acts and programmes, i.e. the same or similar affairs.

Advantage: experience of working in public institutions, especially in higher education area.

Application:

In addition to the text of the application, the applicants for the points 1 and 2 should also attach the following:

- CV with detailed information on teaching, professional and scientific work,
- a copy of the certificate of the citizenship or public document of the candidate's citizenship of the EU member country,
- a copy of the respective diploma,
- a copy of diploma on the academic degree acquired (if any),
- a copy of the valid election to a teaching or scientific-teaching position (if any),
- proof of work experience (CPII electronic print out of service),
- proof of the Croatian language knowledge (level B2 - for foreign nationals).

The applicants who do not have the appropriate election in the teaching or nominal teaching position, as well as the candidates with their election expired must also submit the evidence of meeting the conditions for a suitable election to the position, namely:

- the list of papers and copies of those papers relevant for the election to the position or a certificate of representation of the papers in the relevant databases of the National and University Library of Zagreb,
- a confirmation of the lectures held at the higher education institutions,
- confirmations of public lectures held, if any,
- other evidence of the fulfilment of the conditions for the election to the position.

The applicants for the competition are obliged to submit all the documents also in electronic form on a CD or DVD in PDF in one document.

The competition under points 1 and 2 is open 30 days after the day of its publication in the Official Gazette.

In addition to the text of the application, the applicants for the points 3 and 4 should also attach the following: CV with data on work experience, evidence of acquired professional qualification, evidence of work experience (CPII electronic record of the service), a proof of fulfilment of the required conditions (experience at the appropriate positions, proof of foreign language knowledge, proof of PC knowledge), a copy of the certificate of the citizenship or public document of the candidate's citizenship of the EU member country, a confirmation of not having any criminal proceedings initiated (not older than 6 months), proof of knowledge of the Croatian language ( level B2 - for foreign nationals).

Applicants for the competition are obliged to submit all the documents also in electronic form on a CD or DVD in PDF in one document.

The competition under points 3 and 4 is open 8 days after its publication in the Official Gazette.

A proper application contains all the information and attachments as stated in the Competition. The candidates who did not submit a timely and orderly application or do not meet the requirements of the competition are not considered the candidates applying for the competition, nor will they be notified of the results of the competition.

The applicants applying for the positions under points 3 and 4, who meet the formal requirements, will be tested in the form of a written examination of the knowledge and skills essential to carrying out the job, accompanied with oral testing and an interview. Testing is obligatory, otherwise the applicants will be deemed to have withdrawn from the application.

The Polytechnic reserves the right not to make a decision on the election of the candidates without special reasoning, or annul the competition partially or completely.

The notice of the elected candidate will be published publicly on the web site of the Polytechnic "Nikola Tesla" in Gospić <http://www.velegs-nikolatesla.hr> and the day of publication is considered as a day of notification to the applicants.

An applicant who exercises the right to employment under special regulations is obliged to allge for this right, enclosing the documents proving the status on which it is based. The advantage with respect to the other applicants is achieved only under equal conditions. Link to the page of the Ministry of Croatian Defenders (<https://gov.hr/mojauprava/hrvatski-branitelji/zaposljavanje/prednost-pri-zaposlavanju/403>).

By submitting the application, the applicants are explicitly consented that the Polytechnic "Nikola Tesla" in Gospić collects and processes the personal data listed in the application form and the documentation submitted for the purpose of carrying out the competition procedure in accordance with the provisions of the General Regulation on Personal Data Protection.

All applications with the requested documentation (originals or copies) are to be sent to the following address: Polytechnic "Nikola Tesla" in Gospić, Ban Ivan Karlovića 16, 53000 Gospić with the indication "For the Competition" and stating the point of the competition.

Applicants of both genders can apply equally.

Incomplete and untimely applications will not be considered.