

Bled, a magical place which has been welcoming people from the world over with its magnificent natural backdrop and modern tourist infrastructure, is opening a job position for the CEO of the public institution "Turizem Bled". We are looking for an expert who will be able to efficiently harmonise our green and sustainably oriented values with the business goals of our Institution, thus contributing to a harmonious coexistence between the town, its visitors, and nature.

Based on Article 34 and Article 35 of the Institutes Act (Official Gazette of the Republic of Slovenia, No. 12/91, 8/96, 36/00 - Prevention of Undeclared Work and Employment Act and 127/06 - Public-Private Partnership Act), as well as on the Decree on the transition of "Turizem Bled, zavod za pospeševanje turizma Bled", to "Javni zavod Turizem Bled" (Official Gazette of Slovenian Municipalities, No. 51/2021), the committee of the public Institution "Turizem Bled" hereby publishes the following public vacancy notice for

the CEO OF THE PUBLIC Institution (M/F)
(job code: B017850)

1. In addition to the general terms and conditions set out in the regulations in the field of labour law, the candidates applying for this vacancy must also comply with the following conditions:
 - at least a university-level education (in line with the previous standards) or a master's degree (second-degree education according to Bologna standards),
 - at least ten (10) years of professional experience, of which at least five (5) at a managerial or a senior position,
 - knowledge of English (at C1 level) and knowledge of at least one of the following languages: Italian, German
 - experience in the field of tourism or tourism-related activities.

The candidate must attach to the application their own vision for the operation and development of the Institution for one term of office.

Preferably, the candidate should also attach their CV demonstrating the fulfilment of employment conditions for the vacant position, as well as any other competences.

2. Description of work and tasks:

- plan, organise and manage the work and the operations of the Institution,
- prepare the work programme for activities which fall under the scope of public service, as well as a programme for market activities and a financial plan,
- adopt an act on the internal organisation and systematisation of job positions in line with a previously obtained consent of the Institution's committee,
- prepare an establishment plan,
- prepare a fixed assets acquisition plan,
- adopt other acts of the Institution, unless they are adopted by the committee of the Institution as set out in regulations or in this decree,
- conclude contracts for the implementation of activities of the Institution,
- oversee productive and cost-efficient business operations of the Institution, make arrangements related to marketing of services,
- determine service prices,
- prepare proposals of new programmes and additional services, promote the Institution,
- cooperate with other institutions, civil organisations, NGOs and commercial organisations,

- cooperate with other regional (destination-based) municipalities, adopt decisions and appoint committees, working groups and other working bodies in order to study certain issues or execute certain tasks of the Institution,
- decide on the conclusion and termination of employment relationships, allocate employees and exercise other responsibilities in the field of employment relationships pursuant to applicable legislation,
- inform employees pursuant to applicable regulations,
- report to the founder and to the committee on the work of the Institution and other issues,
- prepare an annual report on the work and business operations of the Institution, execute orders and other decisions of the committee of the Institution and of its founder,
- perform other tasks set out in the legislation and other regulations, this Decree, as well as general acts of the Institution,
- prepare a recovery plan in the event of a loss disclosed in the financial report prepared pursuant to business accounts.

3. Powers and responsibilities:

- represents the Institution and manages its business operations,
- is liable for the legality and professionalism of the work of the Institution.

4. Pursuant to Point 13 of Article 6 of the Public Employees Act (Official Gazette of the Republic of Slovenia, No. 63/07 - official consolidated text, 65/08, 69/08 - ZTFI-A, 69/08 - ZZavar-E, 40/12 - ZUJF, 158/20 - ZIntPK-C and 203/20 - ZIUPOPDVE) which, up to its Article 21, also applies to public institutions, the considered length of service consists of the work experience obtained in a job position for which the same degree of education is required, as well as internship period at the same degree of education, regardless of whether the employment relationship has been concluded (or the internship performed) with the same or another employer. Furthermore, work experience obtained by the candidate when performing job tasks which require a degree of education which is one level lower than the level of education required herein shall also be considered as suitable work experience, with the exception of an internship in said lower degree of education. The selected candidate shall prove their work experience through authentic documents clearly stating the time period during which the work has been performed, as well as the degree of education.

5. The application for the job vacancy must include:

- documents or authentic evidence on the compliance with the condition related to the required degree of education, which must clearly state the degree/level and orientation/field of education, as well as the date (day, month and year) of termination of said education, and the institution where said education has been acquired;
- documents or authentic evidence on the required work experience which clearly state the compliance with the condition related to required work experience (duration of work - time of conclusion and time of termination of the employment relationship, work description and degree/level of education/salary scale for each job role with each individual employer),
- evidence which clearly shows that the candidate is experienced in the field of tourism or tourism-related activities,
- evidence which clearly shows the candidate's knowledge of English (at C1 level) and knowledge of at least one of the following languages: Italian, German,
- the vision of work and development of the Institution for the term of office.

6. The CEO will be appointed, on the basis of this public vacancy notice, the committee of the Institution, after a previously obtained consent of its founder, for a mandate of five years.
7. The employment relationship with the CEO shall be concluded for a definite period of time, i.e. for the duration of the mandate.
8. **Candidates should send a written job application and its annexes no later than on 15 December 2021 in a closed envelope with the following note: “For the public vacancy notice - CEO OF THE PUBLIC INSTITUTION - DO NOT OPEN” at: Javni zavod Turizem Bled, Ljubljanska cesta 27, SI-4260 Bled. The name of the sender must also be written on the envelope.**
9. If the application is sent by post, it is considered to be sent in time if it was sent by registered post on the last date of the application deadline.
10. The committee of the Institution shall only consider complete and correctly marked applications of candidates that have been sent in due time.
11. The candidates shall be notified of the results of the selection process no later than within 30 days of the date of publication of this vacancy notice.
12. For any additional information on the implementation of the process, please contact the president of the committee of the Institution, Uroš Ambrožič, at: +386 41 784 496 between 9:00 and 15:00.
13. In this vacancy notice, the term “candidate”, employed in the masculine form, is used as a neutral term for both women and men.

Date: 30 November 2021

Public Institution “Turizem Bled”
Uroš Ambrožič, President of the
committee of the Institution