

Applicability of graduates of the second (Mgr.) Master's degree of Faculty of Public Administration and Public Policy of Danubius College on the labour market:

The applicability of second degree graduates in the study programme "Public Policy and Public Administration" has long been the subject of social debate in many contexts. Public sector institutions, as potential employers of the graduates in question, most value the professional knowledge necessary for the exercise of the profession, which can be characterized as application skills. Primarily valued by potential employers is the ability of graduates to integrate effectively in terms of job roles across the full spectrum of the functioning of public sector institutions. The ability to work independently in the performance of functional tasks with the added value of being able to actively or creatively solve given problems with an expected degree of professional erudition is naturally required of a Master's degree graduate. The requirement for flexibility in the readiness of graduates to face the challenges of a dynamically changing labour market forces all stakeholders to openly discuss the search for innovative approaches in higher education at different levels or degrees. Faculty of Public Administration and Public Policy of Danubius College actively tries to participate in the social processes of creating the content of study programmes, linking the educational process with practice. The graduate of the second degree, in addition to the normal participation in the processes of management, manages and coordinates activities aimed at the fulfillment of the systemic goals of shaping the public interest in the construction of social welfare, in the strategy of Sustainable Development.

The main objective of public administration entities is to fulfil the basic tasks of the State and to provide services to citizens. Public administration as such is formed by a complex system of many entities, both in terms of state administration, as well as local self-government and public-law corporations. The fundamental value determining the functioning of the entire public administration sector is the public interest, which benefits the whole of society and not only individuals. Despite the obvious differences between the objectives of the public sector and the private sector, the public administration must also ensure the employment of highly professional and qualified staff, without whom these objectives cannot be properly pursued. However, in order to attract and retain them, the public administration must improve the working conditions set.

Human resources are one of the most important factors in the success of any organization, regardless of its type or size, and this is equally true in public administration. A number of approaches applied to human resources management in the private sector are also applicable to the conditions of public administration, but it is necessary to take into account its specificity. This lies mainly in its size and structure, but above all in the fact that it represents a form of public policy implementation and is an object of public interest.

A graduate of the second cycle of higher education studies, in the field of practical abilities and skills, can carry out independent analytical and conceptual work in the field of state or public policy-making, use world languages in professional communication. He/she is able to work competently in the pedagogical and scientific-research field, and to educate himself/herself within the framework of further studies. He has the potential to find a job in international institutions or in institutions providing international cooperation within the Slovak Republic, in diplomatic services, as well as in public administration, in public policy, in mass media, in civil associations, in political parties, etc. Graduates of the Master's degree are prepared to lead professional teams in the process of implementation of individual policies at various management levels within state and local government bodies, generate development projects, lead project teams, lecture on professional issues. The graduate is able to solve complex problems of social practice at the level of local, regional and state self-government, in which he creatively uses the theoretical knowledge acquired through the study of professional subjects. The graduate can define development strategies of rural municipalities and regions, knows the tools for their enforcement and can creatively apply them in practice. He/she is able to make decisions

individually, but also to work in a team as a manager or expert in the field of regional and territorial development. Can communicate with colleagues and subordinates. Is proficient in methods and techniques of working with the public.

Employment is regulated by Government Regulation No 341/2004 Coll., which establishes catalogues of work activities in the performance of public works, and Act No 55/2017 on the civil service and on amending and supplementing certain acts. Act No 552/2003 on the performance of work in the public interest is also relevant.

Graduates of the Mgr. Degree possess the following abilities and skills:

- He/she is familiar with the processes of public policy, its priorities or importance.
- Is able to manage institutions in the public sector.
- Is able to work with representatives of other sectors, to work in problem-solving teams.
- Is able to carry out management activities in public administration.
- Communicates effectively to resolve problems and conflicts.

- Responsible and able to set consequences in decision-making processes.

Work activities and areas of possible employment in the labour market of graduates of the Master's degree in the study programme "Public Policy and Public Administration"

A) Work activities in the field of the functioning of the public sector requiring a second-level higher education qualification:

1. Activities related to the provision of tasks in the field of personnel policy (e.g. drafting internal rules, directives, work rules, collective agreement, etc.).
2. Work activities related to the provision of legal advice in a defined area at the level of the entity's functioning.
3. Work activities related to the provision of translation from a foreign language into Slovak and vice versa.
4. Ensuring information, journalistic and media relations.
5. Ensuring the management of movable property and immovable property.
6. Provision of methodical, planned organizational, decision-making and control activities.
7. Preparation of analyses and planning of public procurement processes.

B) Public sector occupations according to the register of occupations requiring a first-class college degree:

Area of self-government:

Cultural and advisory worker

Cultural Outreach Workers are involved in all activities that relate to current as well as potential patrons of cultural events and arts institutions. Their goal is to provide quality and dynamic programs of education and participation. They ensure that cultural events, arts institution collections, or live performances continue to serve as valuable educational resources for all age groups. Cultural Outreach staff develop, implement and evaluate programs and events for classes, groups or individuals.

State Administration Specialist for General Internal Administration

Prepares reports on the activities of the municipal bodies and the municipal administration. Can list and describe the legislation on remuneration of public servants and describe the procedure for setting up, splitting up or merging a municipality. Checks compliance with the rules on the disposal of municipal property.

Cultural officer in the public administration

Develop and implement policies aimed at improving and promoting cultural activities and events. Manage resources and communicate with the public and media to facilitate interest in

and highlight the importance of cultural programs in the community.

Procurement Officer

Purchasing agents select and purchase supplies, materials, services or goods. They organize procurement procedures and select suppliers.

Government Environmental Protection Officer

Carries out defined tasks in the field of environmental protection and care to the extent and under the conditions laid down in the relevant legislation.

Procurement manager

Purchasing managers are responsible for purchasing goods, equipment and services for their company and strive to secure the most competitive prices. They are also responsible for negotiating contracts, checking the quality of products and analyzing suppliers, as well as for the use and resale of goods and services.

Government:

Specialist in the field of control activities in the public employment, social and family services

Managers of public employment services supervise the activities of the public employment agency. They supervise staff who help people find employment or provide career counselling.

Public procurement officer

Purchasing agents select and purchase supplies, materials, services, or goods. They organize procurement procedures and select suppliers.

Procurement process specialist

Purchasers select and purchase supplies, materials, services or goods. They organize procurement procedures and select suppliers.

International Relations Manager

International Relations Specialists ensure the development of cooperation between international public organizations and public administrations. They facilitate communication between their organization and foreign organizations and develop cooperation strategies, promoting mutually beneficial cooperation.

Management:

Executive Director

Executive directors are the right hand and deputy of the company's CEO. They ensure the smooth running of the company's day-to-day operations. They develop the company's policies, rules and objectives.