

VACANCY REGISTRATION FORM

- fields marked with red asterisk is mandatory information -

1. EMPLOYER

Company name:*

Address:*

Contact person:*

E-mail address:*

Web page:

Telephone:*

Company Registration number:*

Company NACE code/sector:*

Reference/ID number on the national portal/EURES portal:*

Links to the vacancy published on:*

- a) the webpage of national employment service:
- b) the EURES portal:

2. VACANCY

Job title:*

Job description:*

Occupation:

Education level (i.e. university degree, secondary school degree, not important):*

REQUIRED SKILLS AND KNOWLEDGE*

Language skills: enter the desired level (A1, A2, B1, B2, C1, C2), C2 being native speaker level

	understanding	spoken	written
	understanding	spoken	written
	understanding	spoken	written

Computer skills (if required):

Licenses, certificates etc. (if required):

Driver license / category (if required):

Other skills and knowledge (if required):

WORK EXPERIENCE*

(mark the box)

months	not required
years	without work experience

3. TYPE OF THE WORK CONTRACT*

(mark the box)

permanent

temporary

seasonal work

other types of work:

4. WORKING CONDITIONS*

(mark the box)

work in one place

field work

ACCOMMODATION*

provided by employer without charge*

provided by employer with charge*

- please state monthly lease amount:*

employer provides assistance in finding accommodation

accommodation finding is obligation of the employee

TRAVEL EXPENSES

not paid

partially paid

fully paid

SALARY or EXPECTED RANGE OF SALARIES or USUAL SALARY IN STATED SECTOR: *

EUR (please state monthly gross amount)

WORKING HOURS*

full working hours

partial working hours (hours per week:)

WORK IN SHIFTS

morning

afternoon

split shift

night shift

2 shifts

3 shifts

work on weekends and holidays

5. VACANCY DETAILS*

Date to be published:

Last date for application (initially not more than 30 days from publication):

Number of positions:*

Place of work (city, country):*

HOW TO APPLY*

personal contact (enter address):

by phone (enter telephone number):

written application by mail/post (enter address):

by e – mail (enter e-mail address):



EURES is a cooperation network designed to facilitate the free movement of workers within the EU 27 countries plus Switzerland, Iceland, Liechtenstein and Norway that provides information, advice and recruitment services to workers and employers wishing to benefit from the principle of the free movement of persons.

OTHER REMARKS:

DETAILED VACANCY DESCRIPTION (can be delivered as an attachment):

Notice: In case you wish to employ workforce from Croatia or another member state, please make contact with your local EURES network in your own country. You can find their contact details on the [EURES portal](#). EURES Croatia reserves the right to review and refuse publication of the submitted vacancies in case its elements are not in line with national legislation or conditions offered are unfavourable towards candidates.