

**OPEN, TRANSPARENT AND MERIT-BASED RECRUITMENT POLICY for
academic, researchers and artistic staff (OTM-R)**
(hereinafter also referred to as the “OTM-R Policy”)

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Article 1
Purpose and Scope

1. This OTM-R Policy is applied in accordance with the Statute of TUZVO, the Work Regulations of TUZVO, and the Principles of Selection Procedures for Filling the Positions of University Teachers, Research Staff, Professors and Associate Professors, and Managerial Positions at the Technical University in Zvolen (hereinafter referred to as the “Principles of Selection Procedures”). The OTM-R Policy also sets out the principles of open, transparent and merit-based recruitment of university teachers, researchers and artistic staff (hereinafter also referred to as “OTM-R”) at the Technical University in Zvolen (hereinafter referred to as “TUZVO”).
2. The OTM-R Policy is based on the European Charter for Researchers (hereinafter referred to as the “Charter”), the Code of Conduct for the Recruitment of Researchers (hereinafter referred to as the “Code”), the OTM-R principles and the Human Resources Strategy for Researchers (HRS4R) and supports the implementation of the principles of the European Research Area.
3. The provisions of this OTM-R Policy apply to the recruitment and appointment of university teachers, researchers, artistic staff and other TUZVO employees engaged in scientific, research, teaching, artistic or other creative activities.

Article 2
OTM-R Principles

Openness

1. Vacant positions at TUZVO shall be publicly advertised. Vacancy announcements shall include the job title, required qualifications, job responsibilities, type and duration of employment, selection criteria, remuneration arrangements, and career development opportunities.
2. Vacant positions shall be advertised on the TUZVO website, on a national job portal, on the EURAXESS Jobs portal, and on other relevant platforms.
3. Vacancy announcements should also be published in English.

Transparency

1. Selection procedures at TUZVO shall be conducted in accordance with clearly defined rules laid down in the Principles of Selection Procedures and in compliance with Act No. 300/2025 Coll. on Higher Education Institutions and on Amendments and Supplements to Certain Acts, as amended (hereinafter referred to as the “Higher Education Act”).
2. Information on the conditions for participation in the selection procedure, evaluation criteria, selection methods and timetable shall be made available prior to the commencement of the selection procedure on the TUZVO website (<https://www.tuzvo.sk/sk/vyberove-konanie>).
3. The composition of selection committees shall be published to ensure their impartiality and professional competence.
4. Applicants shall be informed of the outcome of the selection procedure, and unsuccessful applicants shall be provided with constructive feedback.
5. Details concerning the organisation of selection procedures are laid down in the Principles of Selection Procedures. For the purpose of verifying the outcome of a selection procedure, TUZVO shall, within five working days of the selection procedure, publish on its website for a period of 90 days the list of members of the selection committee, information on the successful applicant and unsuccessful applicants to the extent specified in Section 140(1)(a) of the Higher Education Act, the name of the field of study in which the successful applicant is to work, and the number of applicants.

Fairness and Merit-Based Evaluation

1. Candidates will be evaluated using a balanced combination of qualitative and quantitative criteria. Quantitative indicators will complement, not replace, qualitative assessment of a candidate's overall merits and potential.
2. Assessment will value research excellence alongside creativity, independence, leadership, teaching, interdisciplinary collaboration, mobility, and other relevant professional achievements.
3. Career breaks, non-linear career paths, and experience gained outside academia will be recognised as valuable elements of a candidate's profile and will not be considered disadvantages.

Equal Opportunities and Non-Discrimination

1. TUZVO shall ensure equal treatment regardless of gender, age, disability, ethnic or social origin, language, political belief, or any other legally protected status.
2. Selection materials and advertisements will use gender-neutral language, and applicants will be evaluated solely on professional qualifications and competencies.

Gender Balance

1. TUZVO is committed to promoting balanced gender representation in both selection committees and applicant pools throughout recruitment and selection processes.
2. TUZVO will take appropriate measures to identify and reduce implicit bias and to ensure that recruitment and selection decisions are based solely on merit, qualifications, and competencies.
3. TUZVO will work to identify and address structural barriers that may limit the participation, recruitment, and career progression of underrepresented groups, thereby supporting equal access to employment and career development opportunities.

Efficiency

1. Recruitment procedures at TUZVO shall be timely and administratively efficient using digital tools where appropriate.
2. Electronic application systems and virtual interviews will be used where appropriate to reduce administrative burden and improve accessibility for applicants and selection committees.

Protection of Candidates' Rights

1. Applicants shall be informed of their rights throughout the selection procedure, including the right to raise objections if they believe that the selection procedure was not conducted in accordance with applicable legislation.
2. TUZVO will maintain clear and transparent appeal procedures, with objections reviewed independently and within a reasonable timeframe.

Article 3 Selection Procedure

1. The proposal to initiate a selection procedure shall be prepared by the relevant faculty of TUZVO or other organisational unit of TUZVO in accordance with the Principles of Selection Procedures and other internal regulations of TUZVO governing equal opportunities, research ethics, career development and the HRS4R framework.
2. Selection committees shall be composed of professionally qualified members, while ensuring independence, impartiality, gender balance (where possible), and the prevention of conflicts of interest.
3. Applicants shall be evaluated according to the published criteria and in accordance with the Principles of Selection Procedures. The proceedings and decisions of the selection committee shall be documented.
4. All applicants shall be informed of the outcome of the selection procedure within the time limits laid down in the Principles of Selection Procedures.

Article 4

Monitoring and Continuous Improvement

1. The implementation of the OTM-R principles will be regularly monitored by the Vice-Rector for Science and Research in cooperation with the Human Resources Office to ensure continuous improvement of recruitment and selection practices.
2. Compliance with the OTM-R principles shall be regularly evaluated as part of the implementation of the HRS4R strategy.
3. The findings from the evaluation of the OTM-R principles shall serve as a basis for updating the HRS4R Action Plans and for the continuous improvement of staff recruitment and selection processes in accordance with the internal quality assurance system for higher education at TUZVO.

Article 5

Final Provisions

1. The Open, Transparent and Merit-Based Recruitment Policy for University Teachers, Researchers and Artistic Staff was approved by the TUZVO Management Board on 17 August 2026 and shall enter into force and effect on that date.
2. The Open, Transparent and Merit-Based Recruitment Policy for University Teachers, Researchers and Artistic Staff at TUZVO shall be binding on all faculties and other organisational units of TUZVO, as well as on TUZVO managerial staff.

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