



**Здружение на Јавни Службеници**

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## **Professional Administration**

For proper functioning of the system in the state as well as on the state established in the current system, a professional administration is necessary that no matter of the gender, political or religious determination will always have the preservation of public interest and the rights of the citizen as basic postulate.

This system enables managing large institutions with small administration, as for example the schools and hospitals, because the biggest sectors in each municipality (local unit) are health and education.

For a proper application of the domestic legislation and the positive legal norms in the Republic of North Macedonia as well as for good governance and rule of law in the country I find as primary to integrate the legal norms and laws in the system, starting with the Constitution as the highest legal act and so on, in order to enable systematic application of the legislation in accordance with its primary aim and purpose.

Foundation of alike administration is the Public Officer who should be a professional in his/her working area because is responsible and on disposal in the public sector while working for each citizen that has come with certain request for fulfilling some right guaranteed by the state.

In creation of such administration, our Association will conduct trainings and implement a capacity building program grounded on the analysis of the needs of the citizens while identifying also the needs of the public officers.

The services will be provided by the experienced public officers who possess a blend of theoretical and practical knowledge in the given area.

Primary aim of our Association is creation of professional administration in our country and professional public officer that will be appropriate for every working place in the public sector.

In order to support the proper functioning of the institutions we will provide legal services, analyses and preparation of legal opinions for the public sector and entire administration, the Ministry of Interior, the Army of the Republic of North Macedonia, Education and science, Culture, Social and child protection, Health, Judiciary and public prosecution, state and public enterprises as well as companies own by the state.

For the institutions in public sector we offer conducting of functional analysis. This analysis will help in identifying the key issues related with the organizational structure and functioning of each unit. Afterwards, the analysis will result in concrete measures for improvement of the institutional efficiency.



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The main aim in conducting the functional analysis is defining of the basic functions that are performed by the institution that will further provide clear picture about the extent to which the institution is ready to implement certain improvement that will lead to improvement in its basic functions.

We also offer professional and expert support in preparation of the Acts for internal organization and systematization of the public institutions.

The final aim of this service is the clients to have Acts for internal organization and systematization of jobs developed in accordance with the Law on Employees in the Public Sector and the Rulebook for the content and the method of preparation of the acts for internal organization and systematization as well as with the content of the functional analysis, while in the same time adjusted to the needs of the particular institution.

Preparation of Due Diligence of the institutions will enable preparation of the Annual employment plans as well as appropriate deployment of the employees as well as of the new employments.

The Association integrates and have on disposal Experts and Associates in every sector of the state administration, the Ministry of Interior, the Army of the Republic of North Macedonia, Education and science, Culture, Social and child protection, Health, Judiciary and public prosecution, state and public enterprises as well as companies own by the state and can offer this expertise in preparation of analyses, legal opinions, opinion for functionality and capacity development of the administration.

Association of Public Officers in North Macedonia  
President  
Petar Nikoloski