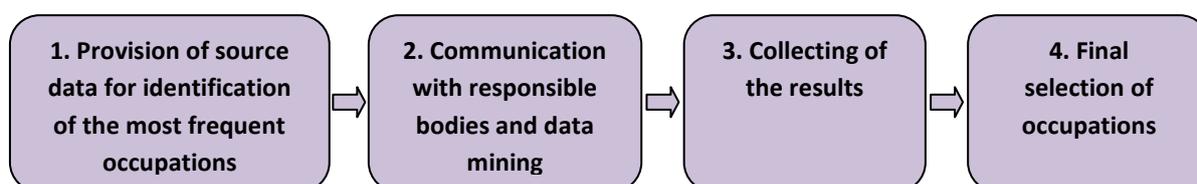| Output O2	Analysis and comparison of the VET results in chosen occupations
Output O2.1	Methodology and initial selection of occupations typically migrating in partnership´s cross-border regions

Analysis and comparison of the IVET and CVET leading to the occupations, in which the cross-border migration is mostly frequent is the core of CrossVETcompair project. However, it was necessary to identify these professions first.

The process included the following steps:

1. Provision of source data for identification of the most frequent occupations	→	2. Communication with responsible bodies and data mining	→	3. Collecting of the results	→	4. Final selection of occupations

1. Source data for identification of the most frequent occupations

Firstly, the relevant bodies responsible for data concerning foreign nationals from the chosen countries on their territory were identified. In each country, the sources of data concerning the categories of foreign workers, as well as numbers of migrating workers, were identified and analysed. Although the right to free movement of workers mutually among the countries of partnership is applied, the duty of reporting on workers from other EU/EEA countries is required via responsible bodies and its forms designated for this purpose (so called „information cards").

Responsible institutions are following:
- In the Czech Republic: Labour Office of the Czech Republic (Úřad práce České republiky)
- In Slovakia: Central Office of Labour, Social Affairs and Family (Ústredie práce, sociálnych vecí a rodiny)
- In Austria: Public Employment Service Austria (Arbeitsmarktservice Österreich, AMS)

Significant part of selection methodology was also to make a decision on **parameters** used in the process of final selection of groups of employees, who became the objects of this research.

It was also necessary to define **target regions,** which are:
- In Slovakia: Bratislava and Trnava region
- In the Czech Republic: South Moravian Region

- In Austria: Lower Austria and Vienna

In addition to the regional aspect it was necessary to consider **time aspect**, which ideally represented quarterly data between the years 2010 to 2013.

As **fundamental aspects** appropriate for selection of input data, the following main parameters were selected:

- Citizenship
- Region of employment
- Number of foreign workers in occupations according to the ISCO-08

The forms (information cards) used in countries of partnership are following:

A: the Czech Republic

INFORMACE
o nástupu <u>zaměstnání</u> [1/] – <u>vyslání k plnění úkolů vyplývajících z uzavřené smlouvy</u> [1/]
občana EU/EHP a Švýcarska nebo jeho rodinného příslušníka,
nebo cizince, který nepotřebuje povolení k zaměstnání na území ČR
(§ 87 zákona č. 435/2004 Sb., o zaměstnanosti)

Příjmení :	
Jméno :	Státní občanství: ——— *citizenship*
Datum narození:	Pohlaví[2/]: muž ☐ žena ☐
Rodné číslo[3/]:	Místo narození:
Adresa v zemi trvalého pobytu:	Číslo cestovního dokladu:
Adresa pro doručování zásilek:	Název orgánu, který cestovní doklad vydal:
Nejvyšší dosažené vzdělání (dle KKOV)[4/]: — *level of education*	

občan EU[2/] ☐, rodinný příslušník občana EU[2/] ☐, občan Švýcarska[2/]☐, rodinný příslušník občana Švýcarska[2/]☐
občan EHP[2/]☐, rodinný příslušník občana EHP[2/]☐,
cizinec podle[2/] § 98 písm.a) ☐, § 98 písm.b) ☐, § 98 písm.c) ☐, § 98 písm.d) ☐,
§ 98 písm.e) ☐, § 98 písm.j) ☐, § 98 písm.k) ☐ § 98 písm.l) ☐, § 98 písm.m) ☐,
§ 98 písm.n) ☐, § 98 písm.o) ☐, § 98 písm.p) ☐, § 98 písm.r) ☐, § 98a ☐

Zaměstnání[1/] – vyslání k plnění úkolů vyplývajících z uzavřené smlouvy[1/]
od .... do [5/] ....
v profesi CZ-ISCO [6/] .... číselný kód CZ-ISCO [6/] .... *occupation*
zařazení dle CZ-NACE [7/] ....
vzdělání požadované pro výkon povolání (KKOV) [4/] .... *education required for this occupation* ....

a) pracovněprávní vztah k zaměstnavateli se sídlem v ČR[8/]
zaměstnavatel – název ....
sídlo (adresa - okres,obec,ulice,číslo,PSČ) ... *seat of employer* ....
IČ .... Rodné číslo [9/] ....
kontaktní osoba .... telefon ....
místo výkonu práce (adresa) .. .. *place of work* ....
b) vyslání k plnění úkolů [8/]   - na základě uzavřené smlouvy[2/] ☐
                     - na základě pronájmu pracovní síly[2/] ☐
fyzická nebo právnická osoba, u níž je vykonávaná práce na území ČR(název a adresa sídla – okres,obec,ulice,číslo,PSČ)

B: Slovakia

INFORMAČNÁ KARTA   Príloha č.1/IK, str. 1

o vzniku/skončení pracovnoprávneho vzťahu */
alebo o vyslaní na výkon práce/skončení vyslania na výkon práce */
občana EÚ a jeho rodinného príslušníka na územie SR[1)]

Priezvisko občana:		
Meno občana:		
Dátum narodenia:	Pohlavie: Muž ☐	Žena ☐
Štátna príslušnosť:	Číslo cestovného dokladu - identifikačnej karty:	
Adresa trvalého pobytu/pobytu na území SR (PSČ, obec, ulica, číslo, okres):		
Najvyššie dosiahnuté vzdelanie: (vyplní sa podľa dosiahnutého vzdelania)	☐ základné ☐ stredné bez maturity (výučný list)	☐ stredné s maturitou ☐ vysokoškolské

citizenship

level of education

Deň nástupu do zamestnania/Deň začatia vyslania na výkon práce na území SR*/...................................

Deň skončenia zamestnania/ Deň skončenia vyslania na výkon práce na území SR*/...........................

Predpokladaná doba zamestnania v dňoch*/mesiacoch*/...

v profesii KZAM/SK ISCO-08 **/...číselný kód KZAM/SK ISCO-08 **/............................. *occupation*

a) **pri pracovnoprávnom vzťahu***/
    zamestnávateľ – názov: ....
    IČO ....Rodné číslo****/.........................
    zaradenie podľa SK-NACE ....
    zamestnávateľ – adresa (PSČ, obec ,ulica, číslo, okres) .... *seat of employer*
    ....
    miesto výkonu práce (adresa).. *place of work*

b) **pri vyslaní na výkon práce** ***/
    fyzická alebo právnická osoba, u ktorej je vykonávaná práca na území SR
    (názov a adresa – PSČ, obec, ulica, číslo, okres)..
    ....
    IČO..Rodné číslo****/.........................
    zaradenie podľa SK-NACE ....
    miesto výkonu práce (adresa) ....

C: Austria

Ausländer/in

Vers-Nr   Geburtsdatum
☐ männlich   ☐ weiblich

Vorname(n)   Geburtsname

Familienname

Staatsangehörigkeit   — Citizenship   Familienstand

Postleitzahl   Ort

Straße

Grenzgänger oder Pendler   ☐ ja   ☐ nein

Aufenthaltsberechtigung   ☐ ja   ☐ nein   ☐ nicht erforderlich (neue/r EU-Bürger/in)

Nachweis

Beschäftigung des Ausländers/der Ausländerin

Berufliche Tätigkeit   — Occupation

Arbeitsplatz im eigenen Betrieb   ☐ ja   ☐ nein

Beschäftigungsort(e)   — Place of work

Entlohnung (ohne Zulagen) brutto €

pro ☐ Stunde   ☐ Woche   ☐ Monat   Anzahl der Wochenstunden

☐ Arbeiter/in   ☐ Angestellte/r   ☐ Lehrling

2. Communication with responsible bodies and data mining

As a next step, the relevant institutions were contacted in order to determine the availability and structure of data in which the necessary information can be provided. During this phase, certain differences of used procedures were identified. Therefore slightly different actions were taken in all three countries of partnership in order to correctly select the occupations with the highest numbers of foreign workers from relevant countries.

These approaches are presented individually below.

Slovakia

Through official channels, the **Central Office of Labour, Social Affairs and Family** (*Ústredie práce, sociálnych vecí a rodiny*) was contacted concerning requests for information

for the needs of the proposed project. The Central office provided information in the required form, but due to some changes in the database the relevant data just cover the years 2012-2013. The Labour Office provided the data to the required extent for the years 2012-2013 broken down into quarters, on the basis of which was the selection of occupations subsequently created.

The Czech Republic

Through official channels, **The Labour Office of the Czech Republic - Regional Office in Brno** (*Úřad práce České republiky, krajská pobočka v Brně*) was contacted. The representative of the Labour Office attended project workshop and presented the scope and the structure of the data provided by the Labour Office of the Czech Republic - Regional Office in Brno.

As in Slovakia, also in the Czech Republic were not relevant data from the database, due its change, available for the entire requested period. As a result, the project partners agreed that for the needs of the proposed project only data concerning just the citizens of Slovakia and Austria who entered the labour market during the period of 2012 - 2013 and who worked in the South Moravian Region on 31 December 2013 will be analysed.

Austria

The most significant compromise in terms of data collection and subsequent selection of migrant workers in the border region was accepted by project partners in the case of Austria.

In Austria, namely at the regional level, there is no information on concrete occupations performed by migrants. Particulars of the qualifications of migrant workers are not fully inventoried. Therefore the obtained data were divided by individual sections of NACE, cause at database of baliweb (database of Austrian labour market information) a wide range of figures were available especially detailed information about country of origin of the labour force. Specific occupations were selected on branches supported by figures of the most vacant jobs on the Austrian labour market 2014. It was necessary to analyze available studies focused on integration of foreigners in the labour market. The survey of statistical information was available from ***Statistik Austria, Arbeitsmarktservice (AMS), Hauptverband der Sozialversicherungsträger*** and ***Wirtschaftskammer Österreich***. It was the following source data: "*Offene Stellen: Bestand - Jahresdurchschnittswert* (e) 2014" (Structure of vacancies in 2014 in Vienna and Lower Austria), "*Unselbständig Beschäftigte - Jahresdurchschnittswert* (e) 2012" (average number of employees in 2012), "*Unselbständig Beschäftigte - Jahresdurchschnittswert* (e) 2013" (average number of employees in 2013), "*Selbständig Beschäftigte - Jahresdurchschnittswert* (e) 2012" (the average number of self-employed in 2012) and "*Selbständig Beschäftigte - Jahresdurchschnittswert* (e) 2013" (The

average number of self-employed in 2013). Requests were sent to the relevant organizations (mainly *Statistik Austria* – department of the labour market, AMS - statistical department and the AMS - research department) and they were contacted by telephone.

3. Collecting of the results

Statistical data were centrally processed by TREXIMA Bratislava, while based on quantitative indicators the 20 most numerous occupations had been identified in various regions, using ISCO-08 classification.

With regard to assessed levels of education, the occupations from main groups 3-8 of ISCO-08 classification were selected only.

Tab. no. 1: The most frequent occupations of citizens of Slovakia and Austria in the South Moravian region

ISCO	Title of occupation	Number of workers
8211	Mechanical machinery assemblers	380
3343	Administrative and executive secretaries	197
4110	General office clerks	188
7212	Welders and flamecutters	178
7222	Toolmakers and related workers	178
6111	Field crop and vegetable growers	164
3511	Information and communications technology operations technicians	156
4222	Contact centre information clerks	150
7112	Bricklayers and related workers	143
5223	Shop sales assistants	134
3322	Commercial sales representatives	121
8113	Well drillers and borers and related workers	108
3339	Business services agents not elsewhere classified	101
7119	Building frame and related trades workers not elsewhere classified	99
3512	Information and communications technology user support technicians	98
8219	Assemblers not elsewhere classified	98
4321	Stock clerks	96
8212	Electrical and electronic equipment assemblers	95
4223	Telephone switchboard operators	89
5131	Waiters	84

Source: Labour Office of the Czech Republic - Regional Office in Brno

Tab. no. 2: The most frequent occupations of citizens of the Czech Republic and Austria in Bratislava and Trnava regions

ISCO	Title of occupation	Number of workers
8332	Heavy truck and lorry drivers	60
3322	Commercial sales representatives	19
3343	Administrative and executive secretaries	16
8342	Earthmoving and related plant operators	16
4110	General office clerks	12
8219	Assemblers not elsewhere classified	12
3112	Civil engineering technicians	10
7223	Metal working machine tool setters and operators	9
4223	Telephone switchboard operators	7
8331	Bus and tram drivers	7
7114	Concrete placers, concrete finishers and related workers	6
5223	Shop sales assistants	6
7533	Sewing, embroidery and related workers	6
8211	Mechanical machinery assemblers	6
7413	Electrical line installers and repairers	6
3313	Accounting associate professionals	5
7112	Bricklayers and related workers	5
5131	Waiters	4
3119	Physical and engineering science technicians not elsewhere classified	4
5120	Cooks	4

Source: Central Office of Labour, Social Affairs and Family

Tab. no. 3: The most frequent occupations of citizens of the Czech Republic and Slovakia in Lower Austria and Vienna

ISCO	Title of occupation	
5321	Health care assistants	*Ranking is based on numbers of employees in NACE*
5322	Home-based personal care workers	
5329	Personal care workers in health services not elsewhere classified	
5223	Shop sales assistants	

ISCO	Title of occupation	
5131	Waiters	*groups where selected occupations belongs*
5120	Cooks	
4110	General office clerks	
4120	Secretaries (general)	
3322	Commercial sales representatives	
3321	Insurance representatives	
5141	Hairdressers	
5142	Beauticians and related workers	
3313	Accounting associate professionals	
4311	Accounting and bookkeeping clerks	
3221	Nursing associate professionals	
7133	Building structure cleaners	
7231	Motor vehicle mechanics and repairers	
7233	Agricultural and industrial machinery mechanics and repairers	
7222	Toolmakers and related workers	
7214	Structural-metal preparers and erectors	

Source: Statistik Austria, Arbeitsmarktservice, Hauptverband der Sozialversicherungsträger and Wirtschaftskammer Österreich

The tables above show the occupations most often performed by migrants from partnership countries, presented in quantitative terms. As a next move, the project team had to decide how to merge three individual lists into one common, as a base for comparative analysis of relating qualifications.

For this purpose the workshops and meetings via Skype were held. It had to be ensured that the distribution of employees is reflecting proportionality of employees in the partner countries. The highest number of foreigners is – as expected – in the border region of Austria. The high number of foreigners from partner countries is also in the South Moravian region. On the contrary, the numbers of foreigners in the Slovak regions are considerably low. Due to differences in the methodology used in occupation selection, each individual occupation had to be consulted.

As a result of the discussions, the project team shifted away from the ISCO-08 description of occupations titles. Instead, the list of chosen occupations reflects the titles of jobs typically used both by employers and education providers dealing with qualification standards later used for the comparative analysis. Furthermore, the expert assessment of individual occupations had to be implemented because of the major economy fields in cross-border regions defined in the project (agriculture, food industry, gastronomy, mechanical

engineering, electrical engineering, social care, services related to cross-border tourism and crafts).

Based on expert analysis and the numbers of migrant workers from the partnership countries in each occupation, the groups of occupations were divided into following sectors:

A: Hospitality and gastronomy
B: Logistics
C: Social Care and Services
D: Electrical and Mechanical Engineering
E: Agriculture

Based on the identified occupations, services related to cross-border tourism can be included in hospitality and gastronomy sector.

4. Final selection of occupations

Following chapter is the last part of the methodology and its aim is to analyze how the specific occupations were selected. The process was based on objective factors in the sectors defined above. The core parameters for the selection were statistical data and expert discussions.

A. Hospitality and gastronomy

Occupations selected in the hospitality and gastronomy industry:

- **Waiters**
    - o   a waiter is among the most frequent occupations in all regions. Inclusion into the selection list is supported mainly by quantitative data
- **Cooks**
    - o   in the border regions of Austria, a cook belongs to the most frequent occupations. This occupation is also frequent in Slovak regions.

B. Logistics

Occupations selected in the logistics sector:

- **Lorry and truck drivers**
    - o   lorry and truck drivers represent the most numerous occupations of foreign nationals from the partner countries in the Slovak regions, which was taken into account by expert selection and therefore they were included in the analysed occupations.
- **Warehouse operators**
    - o   according to the surveys, working in the stocks belongs to very common jobs for foreigners. „Warehouseman" was intended as a profession covering

occupation in this area. The frequency of the job illustrates ISCO-08 code 4321 in the South Moravian region.

C. Social care and services

Occupations identified in the field of social care and services:

- **Personal care workers**
  - o Personal care assistant is the most frequent occupation of foreign nationals from partner countries working in Lower Austria and Vienna, which is based both on the quantitative data of the Austrian regions and on the survey of employers in respective regions. This job covers the following ISCO-08 codes: 5321, 5322 and 5329.
- **Sales assistants**
  - o a sales assistant was added to the selection list due to its frequent occurrence.
- **Beauticians**
  - o is a frequent occupation in Austrian border regions.

D. Electrical and Mechanical Engineering

The most extensive group. All selected occupations are large enough in terms of quantitative criteria (i.e. they occur in the lists of the most frequent occupations of foreigners from partner countries working in the regions). Selected occupations are following:

- **CNC setters**
- **Toolmakers**
- **Welders**
- **Mechanical machinery assemblers**
- **Electricians**
- **Mechanics – mechatronics** – specific case; this kind of occupation is frequently asked by employers in all countries, although such occupation is not identified by ISCO-08 classification. For the purpose of the analysis, the occupation „mechatronics" covers occupations for automotive and engineering fields, combining the knowledge and skills of precision engineering, electronic control a mechanic systems.

E. Agriculture

In the agricultural sector, following occupations were selected by the expert group:

- **Gardeners**

- o According to the Austrian partners, a gardener is a frequent occupation performed by foreign workers in the field of agriculture, although without support of statistical data.

- **Mechanics and repairers of agricultural machinery**
  - o Relatively widespread group (ISCO-08 code nr. 7233) in the border region of Austria.

Tab. no. 4: The overview of selected occupations

Waiters
Cooks
Lorry and truck drivers
Warehouse operators
Personal care workers
Sales assistants
Beauticians
CNC setters
Toolmakers
Welders
Mechanical machinery assemblers
Electricians
Mechanics – mechatronics
Gardeners
Mechanics and repairers of agricultural machinery