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## ANALYSIS OF THE LABOUR MARKET IN THE CITY OF KIELCE IN Q3 AND Q4 2014 ON THE BASIS OF JOB OFFERS POSTED ON THE WEBSITE OF THE MUNICIPAL LABOUR OFFICE IN KIELCE

The purpose of this work is to analyze the labour market in Kielce in the third and fourth quarters of 2014. The analysis will cover job offers placed on the website of the Municipal Labour Office in Kielce, as well as the remuneration rates and the legal aspects of employment. The shown vacancies will be used for specifying the key sectors of the labour market in Kielce with the highest demand for employees. The period under analysis (Q3 and Q4) was chosen owing to its specificity; the beginning of Q3 is marked by extensive seasonal work in sectors such as agriculture, construction, tourism (with special demand for people to be hired for picking fruit and vegetables, in construction and road-construction projects, as well as in the gastronomy and hospitality industries).<sup>1</sup> This is also a holiday period, with an increased demand for replacement workers (mostly administration assistants and unqualified physical workers).<sup>2</sup> The beginning of Q3 also shows a rise in the number of people seeking permanent or temporary employment (university, high school and vocational school graduates, in addition to students seeking employment for the holiday time. Therefore, the third quarter of each year constitutes a period with a larger supply of job seekers and (seasonally) increased demand for employees, while what is recorded in the fourth quarter is significantly lower demand for seasonal workers – resulting in a higher unemployment rate.<sup>3</sup> This is a recurrent phenomenon.<sup>4</sup>

Kielce is the largest city in terms of area and population size in the Świętokrzyskie voivodeship. The voivodeship itself is inhabited by 1,265,400 people (as of 30.06.2014).<sup>5</sup> According to data published in late September, the unemployment rate is

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<sup>1</sup> Cf.: *Ruszają prace sezonowe*, <http://www.egospodarka.pl/108711,Ruszaja-prace-sezonowe,1,39,1.html> [November 15, 2014].

<sup>2</sup> Cf.: *ibidem*.

<sup>3</sup> Cf.: K. Pochwat, *Koniec prac sezonowych – rośnie bezrobocie*, <http://www.tvswietokrzyska.pl/pinczow/wiadomosci/pinczow/item/8464-koniec-prac-sezonowych-rosnie-bezrobocie.html> [November 15, 2014].

<sup>4</sup> Cf.: *Resort pracy: na koniec roku bezrobocie poniżej 13,8 procent*, <http://www.bankier.pl/wiadomosc/Resort-pracy-na-koniec-roku-bezrobocie-ponizej-13-8-procent-3010429.html> [November 15, 2014].

<sup>5</sup> Cf.: <http://kielce.stat.gov.pl> [November 15, 2014].

running at 14,3%.<sup>6</sup> On 31.10.2014, e.g. at the time of necessary materials being compiled for the purposes of this study, there were 73,762<sup>7</sup> unemployed people (the official data does not include the so called “hidden unemployment”<sup>8</sup>), which comprises: unemployed people aged up to 25 years (13,764 people – 18.7% of the total), unemployed women (36,634 people – 49,7%), unemployed in rural areas (40,911 people – 55,5%), unemployed without unemployment benefits (64,812 people – 87,9%), unemployed receiving unemployment benefits (8,950 people – 12,1%), unemployed with disabilities (4,240 people – 5,7%).<sup>9</sup> The number of unemployed people in particular months of 2014 was as follows: January (as of 31.01.2014) – 94,656 people,<sup>10</sup> February (28.02.2014) – 94,311,<sup>11</sup> March (31.03.2014) – 90,619,<sup>12</sup> April (30.04.2014) – 86,079,<sup>13</sup> May (31.05.2014) – 82,267,<sup>14</sup> June (30.06.2014) – 79,516,<sup>15</sup> July (31.07.2014) – 78,539,<sup>16</sup> August (31.08.2014) – 77,799<sup>17</sup> and September (30.09.2014) – 75 965.<sup>18</sup>

The above data indicates that the unemployment figures in the period from January 2014 until October 2014 was decreasing on a monthly basis and according to the official website of the Voivodeship Labour Office in Kielce the total number of unemployed people was lower by 20,894 people. With no relevant in-depth research having been carried out, only a hypothetical explanation can be offered in this matter. According to the Central Statistical Office, being referred to by *Onet.pl*, in 2013 the Świętokrzyskie voivodeship was inhabited by 1,268,239 people.<sup>19</sup> From 2013 until October 2014,<sup>20</sup> this number decreased by 2,839 people. Thus, it can be logically inferred that a significant number of the unemployed had gone retired, became entitled to a pension, entered the so called *hidden unemployment* or found employment outside of the gray area. What should, however, be taken into account is all kinds of economic migration, including the so called *internal migration*,<sup>21</sup> whereby inhabitants

<sup>6</sup> Cf.: ibidem, <http://www.wup.kielce.pl> [15.11.2014].

<sup>7</sup> Cf.: <http://www.wup.kielce.pl> [November 19, 2014].

<sup>8</sup> Hidden unemployment encompasses unemployed individuals who, despite not being employed, are not registered at labour offices and thus they are not shown in the official figures. Cf.: [http://finansopedia.forsal.pl/wiki/Bezrobocie\\_ukryte](http://finansopedia.forsal.pl/wiki/Bezrobocie_ukryte) [November 15, 2014].

<sup>9</sup> Cf.: <http://www.wup.kielce.pl> [November 19, 2014].

<sup>10</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/01.pdf> [November 19, 2014].

<sup>11</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/02.pdf> [November 19, 2014].

<sup>12</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/03.pdf> [November 19, 2014].

<sup>13</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/04.pdf> [November 19, 2014].

<sup>14</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/05.pdf> [November 19, 2014].

<sup>15</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/06.pdf> [November 19, 2014].

<sup>16</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/07.pdf> [November 19, 2014].

<sup>17</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/08.pdf> [November 19, 2014].

<sup>18</sup> <http://www.wup.kielce.pl/images/stories/statystyki/informacje/2014/09.pdf> [November 19, 2014].

<sup>19</sup> Cf.: *Prognozy demograficzne – województwa w 2050 roku*, <http://biznes.onet.pl/jest-nas-co-raz-mniej-jak-bedzie-wygladac-twoje-woj,18496,5660510,17390387,fotoreportaze-detel-galeria> [November 19, 2014].

<sup>20</sup> The number of inhabitants of the Świętokrzyskie Voivodeship as of 31<sup>st</sup> October 2014 was given in the first parts of this work.

<sup>21</sup> Internal migration – means temporarily changing the place of residence, consisting in crossing the boundary of an administrative area with the view of temporarily taking up residence in

of the Świętokrzyskie voivodeship are employed in other voivodeships, at the same time being registered as residents of Świętokrzyskie. The same phenomenon may occur in the case of the so called *cross-border migration*.<sup>22</sup> With steady depopulation processed taking place both in Poland and in the Świętokrzyskie voivodeship,<sup>23</sup> a hypothesis could be put forward to as to a downward trend within the statistical unemployment rates being recorded in the period January-October 2014, with the number of Kielce residents having dropped by 2, 839 people then.

According to “The Official Information about the Socio-economic Situation in the Świętokrzyskie Voivodeship in September 2014”, no. 9, 2014, in September 2014, a 2,6% year-on-year drop in the median employment size in the corporate sector was recorded (in 2013, the unemployment rate dropped by 0.8%).<sup>24</sup> The overall unemployment rate dropped by 1.9% in the three quarters of 2014 (the corresponding figure in 2013 was 0.6%).<sup>25</sup> Further parts of the above mentioned “Official Information” also contain the following data related to the Świętokrzyskie Voivodeship (valid as of September 2014): unemployment rate – 14,3 %, 3.1% increase in remuneration rates (as compared with 2013), prices of consumer goods and services in Q2 2014 remained unchanged (as compared with 2013); a significant drop in the retail prices of vegetables, fruit and – to some extent – transport services was recorded; prices in the cultural sector increased; health care services remained unchanged.<sup>26</sup>

In the period under analysis, the gross monthly minimum wage<sup>27</sup> amounted to PLN 1,680.<sup>28</sup> The net value depends upon the type of agreement between employer

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another administrative area within the same country (internal migration can also be permanent) cf.: <http://www.demografia.uni.lodz.pl/dlastud/migracje.pdf> [November 19, 2014].

<sup>22</sup> Cross-border migration – crossing the border of a country. Cf.: *ibidem* [November 19, 2014].

<sup>23</sup> See: P. Arak, *Migracje i manipulacje*, <http://www.polityka.pl/tygodnikpolityka/rynek/1575925.1,zaskakujace-dane-o-emigracji-polakow-prawda-czy-falsz.read> [November 19, 2014]; D. Kisiel, *Ostrowiec gwałtownie wyludni się*, <http://www.ostrowiecka.pl/ostrowiec-swietokrzyski/miasto/5502-ostrowiec-gwatownie-wyludni-si> [November 19, 2014]; M. Smoręda, *Świętokrzyskie wyludnia się w zastraszających tempie*, <http://wiadomosci.onet.pl/kielce/swietokrzyskie-wyludnia-sie-w-zastraszajacym-tempie/4tqfx> [November 19, 2014]; *W Świętokrzyskiem w 2050 roku będzie nas o 300 tys. mniej?*, [http://m.kielce.gazeta.pl/kielce/1,106510,16771103,W\\_Swietokrzyskiem\\_w\\_2050\\_roku\\_będzie\\_nas\\_o\\_300\\_tys\\_.html](http://m.kielce.gazeta.pl/kielce/1,106510,16771103,W_Swietokrzyskiem_w_2050_roku_będzie_nas_o_300_tys_.html) [November 19, 2014].

<sup>24</sup> Cf.: *Komunikat o sytuacji społeczno-gospodarczej województwa świętokrzyskiego we wrześniu 2014 r.*, <http://kielce.stat.gov.pl/opracowania-biezace/komunikaty-i-biuletyny/inne-opracowania/komunikat-o-sytuacji-spoeczno-gospodarczej-województwa-swietokrzyskiego-wrzesien-2014,2,23.html#> [November 24, 2014].

<sup>25</sup> Cf.: *ibidem*.

<sup>26</sup> Cf.: *ibidem*.

<sup>27</sup> Gross remuneration is the amount to be paid to the employee and consists of the national insurance contribution (pension scheme, sick leave insurance), National Health Fund (health insurance) and advance income tax. Some premiums may be excluded depending upon the employment relationship entered into by the employer and employee. The net value is the actual amount received by the employee. Cf.: M. Golińska, *Czym jest wynagrodzenie brutto*, <http://www.infor.pl/prawo/zarobki/zarobki-i-prawo/685276,Czym-jest-wynagrodzenie-brutto.html> [November 25, 2014].

<sup>28</sup> Cf.: <http://e-prawnik.pl/artykuly/prawo-pracy/najnizsza-krajowa.html> [November 25, 2014]. Since 01.01.2015, the national minimum wage amounts to PLN 1,750. Cf: *Rozporządzenie*

and employee: employment contract – PLN 1,237.20; casual work contract (including insurance contribution covering health care, pension, retirement and sick leave) – PLN 1,223.20; casual work contract (without the insurance contribution) – PLN 1,438; casual work contract entered into by students aged up to 26 years) – PLN 1,438; contract of commission – PLN 1,438.08.<sup>29</sup> For any contracts other than employment contracts, the national minimum wage is only an equivalent, as in the case of employment relationships based upon a civil law agreement (casual work contract, contract of commission) the national minimum wage is not guaranteed.<sup>30</sup> It should be noted that in the case of hiring workers on a casual work contract (being renewed monthly), there arises the obligation to pay the minimum hourly wage which corresponds to the valid national minimum wage. This remuneration thus constitutes the quotient of the national minimum wage divided by the number of hours of work carried out. For a minimum gross wage of PLN 1,680, the hourly rates are as follows: 168 hours of work carried out in a month – (gross) PLN 10; 160 hours – PLN 10.50; 176 hours – PLN 9.50.<sup>31</sup>

Referring to the legal form of the contract entered into by employer and employee, the strong and weak points of each kind of such contracts should also be indicated.

According to the Labour Code, employment contracts may be concluded for a specified period, for an unspecified period, or for a period of performing a specific task. Such contracts can be preceded by a probation employment contract for a period of up to three months. In the case of the employer and the employee having concluded two contracts for a specified period, with a time gap between these contracts not exceeding one month, any further contract concluded between them is legally considered as a contract for unspecified period.<sup>32</sup> An employment contract for an unspecified period can be regarded from an employee's point of view as giving the highest level of stability, as the employee could only be dismissed with there being evident and valid reasons. Whenever the employee finds his dismissal unjustified, he has the right to appeal to the labour court.<sup>33</sup> An employment contract for an unspecified period is also an important factor in considering applications for banking services, including a mortgage loan.<sup>34</sup> In the case of employment contracts for a specified period the employment relationship expires only after the period for which it was concluded (in the case of such a contract

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*z dnia 11 września 2014 r. w sprawie wysokości minimalnego wynagrodzenia za pracę w 2015 r.*, "Dz. U.", 2014, pos. 1220.

<sup>29</sup> Wage calculator available at <http://sedlak.pl> [March 18, 2015].

<sup>30</sup> Cf.: M. Pigulski, *Umowy cywilnoprawne – zasady zawierania i praktyczne rozliczenia*, <http://kadry.infor.pl/kadry/poradniki/poradnik/676788,5,Umowy-cywilnoprawne-zasady-zawierania-i-praktyczne-rozliczenia.html> [November 26, 2014].

<sup>31</sup> Cf.: *Minimalna stawka godzinowa*, <http://www.infor.pl/prawo/zarobki/wysokosc-zarobkow/325512,Minimalna-stawka-godzinowa.html> [November 26, 2014].

<sup>32</sup> Cf.: Labour Code available at <http://isap.sejm.gov.pl/DetailsServlet?id=WDU19740240141> [November 26, 2014].

<sup>33</sup> Cf.: M. Leski, *Różne formy zatrudniania – wady i zalety*, <http://www.opoka.org.pl/biblioteka/X/XE/mrodzina201401-umowy-o-prace.html> [November 26, 2014].

<sup>34</sup> Cf.: K. Pijoda, *Jaka umowa, taki kredyt*, <http://www.regiopraca.pl/porta/rynek-pracy/miejsca-pracy/jaka-umowa-taki-kredyt> [November 26, 2014].

having been concluded for a period longer than six months, two months' notice is required).<sup>35</sup> Workers hired on the employment contract basis are entitled to a paid leave and paid overtime work, while employers concluding such contracts have to pay a higher social insurance rate (as compared with civil law contracts), taxes, and the national insurance contribution.<sup>36</sup>

Another legal form of a contract to be concluded by employers and employees are civil law contracts, with the most commonly used being the casual work contract and the contract of commission. People employed on such a basis do not enjoy entitlements such as holiday or guaranteed minimum wages. The conclusion of a contract of commission does not entail the obligation to pay the national insurance contribution (unless such a contract has been concluded with a worker hired by the same employer also on an employment contract basis).<sup>37</sup> It should be noted that in the case of civil law contracts, the interpretation of the rights and obligations of employees and employers depends upon the content thereof as well as upon relevant provisions of the civil law.<sup>38</sup>

The most comprehensive guidelines as to the application of the casual work contract regarded as the basis for the performance of work are contained in the Civil Code (articles 734-751). On the basis of a casual work contract the person accepting the job (employee) undertakes to perform a specified legal act for the client (employer). An example of a legal act is e.g. the conclusion of a contract in courts of law or organs of administration. In practice, the casual work contract is concluded in the case of such tasks as cleaning office spaces, distributing leaflets or testing a software product, though relevant provisions of the Civil Code do not strictly specify the actual tasks to be the subject of such contracts<sup>39</sup>, the reason being that regulations relating to the casual work contract are valid for contracts of performing services which are not defined by any other regulations (article 750 of the Civil Code).<sup>40</sup>

The contract of commission is defined in the Civil Code (articles 627-646). According to relevant provisions thereof, the contractor (employee) undertakes to perform a specific task, while the client (employer) is obligated to pay the remuneration. The contract of commission is aimed at achieving a specific result and requires that the work to be carried out by the contractor should bring the desired effect (completion of work). Such a contract may be concluded by natural persons, legal persons, and non-incorporated entities. The subject of a contract of commission should be a jointly agreed by the client and the contractor result in a tangible form (e.g. building a block of flats) or intangible (e.g. organizing a concert).<sup>41</sup>

What should also be noted is the demand for two types of workers: (1) with a low degree of disability or (2) students aged up to 26 years. Employing workers from either

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<sup>35</sup> Cf.: M. Leski, *Różne formy zatrudniania*.

<sup>36</sup> Cf.: *ibidem*.

<sup>37</sup> Cf.: M. Pigulski, *Umowy cywilnoprawne*.

<sup>38</sup> Por. M. Leski, *Różne formy zatrudniania*.

<sup>39</sup> Por. M. Pigulski, *Umowy cywilnoprawne*.

<sup>40</sup> Art. 750 of the Civil Code.

<sup>41</sup> Cf.: M. Pigulski, *Umowy cywilnoprawne*.

of these groups carries with it specific benefits for employers. In the case of employing workers with a low degree of disability, the employer offering an employment contract is entitled to a subsidy to the employee's remuneration from the State Fund for Rehabilitation of Disabled Persons (PFRON). For employees without special health conditions it amounts to PLN 450, and for those with such conditions (mental illness, mental handicap, general developmental disorder, epilepsy, visual impairment) – PLN 1,125. In addition to that, the employer is entitled to the following reimbursements: adjustment of the work station for the disabled worker, special equipment and training. Such subsidies apply to both sheltered workshops and the open labour market.<sup>42</sup> In the case of a casual work contract concluded with a student aged up to 26 years, the employer enjoys the privilege of not having to incur the costs of the social and health insurance.<sup>43</sup>

Kielce is the capital city of the Świętokrzyskie Voivodeship, with a population of 194,621 as of 28.06.2013.<sup>44</sup> According to data placed on the website of the Voivodeship Labour Office in Kielce (as of 30.09.2014) the unemployment rate was 10.2%.<sup>45</sup> According to the Municipal Labour Office in Kielce the number of unemployed persons in the period January-October 2014 was as follows: January – 12,585, February – 12,778, March – 12,358, April – 11,901, May – 11,569, June – 11,275, July – 11,069, August – 11,016, September – 10,905, and October – 10,678.<sup>46</sup> It should thus be noted that the number of unemployed people in 2014 was steadily decreasing, with this number in October being lower by 1,907 as compared with January. As no data is available as to the number of Kielce residents in the particular months in 2014, but the continuous depopulation processes in the capital of the Świętokrzyskie Voivodeship should be taken into consideration.<sup>47</sup>

The number of job offers shown on the website of the Municipal Labour Office in Q3 and early Q4 was as follows: July – 296 during the reporting month and 189 at the end of the reporting month; August – 246 and 167; September – 401 and 190; October – 337 and 213 respectively.<sup>48</sup> It can thus be inferred that in July 2014, 107 people accepted job offers available at the Municipal Labour Office, in August – 79, in September – 211, in October – 124. By dividing the number of job offers in a given reporting month by the number of people registered as unemployed in the same month it can be calculated that the ratio of job offers per one person was as follows:

<sup>42</sup> Cf.: E. Szymczuk, *Po co jest lekki stopień?*, <http://niepelnosprawni.pl/ledge/x/176533> [November 30, 2014].

<sup>43</sup> Cf.: *Ubezpieczenie społeczne i zdrowotne studenta*, [http://www.zfśs.pl/strefahr/zus\\_student\\_26\\_lat.html](http://www.zfśs.pl/strefahr/zus_student_26_lat.html) [November 30, 2014].

<sup>44</sup> <http://www.bip.kielce.eu/web/guest/home> [November 30, 2014].

<sup>45</sup> [http://www.wup.kielce.pl/index.php?option=com\\_content&view=category&layout=blog&id=31&Itemid=2](http://www.wup.kielce.pl/index.php?option=com_content&view=category&layout=blog&id=31&Itemid=2) [November 30, 2014].

<sup>46</sup> Official data on the website of the Municipal Labour Office in Kielce is available at: <http://mup.kielce.pl/strona/2014-rok/253> [November 30, 2014].

<sup>47</sup> Cf.: *Kielce się wyludniają. Prezydent jest spokojny*, <http://www.mmkielce.eu/artykul/kielce-sie-wyludniaja-prezydent-jest-spokojny> [January 30, 2014].

<sup>48</sup> Official data on the website of the Municipal Labour Office in Kielce is available at: <http://mup.kielce.pl/strona/2014-rok/253> [January 30, 2014].

in July – 0.27 job offers registered at the Municipal Labour Office, in August – 0.22 job offers, in September – 0.37 job offers, in October – 0.32.

According to the data on the website of the Municipal Labour Office in Kielce, the number of job offers as of 02.12.2014 was 183.<sup>49</sup> In 168 cases there was one person required for a given job. In the remaining 15 cases there were 2-5 people required for the offered jobs: telemarketer – 6 persons,<sup>50</sup> car wash worker – 10 persons<sup>51</sup>, salesperson in the meat sector – 5 persons,<sup>52</sup> salesperson in the food sector – 5 persons,<sup>53</sup> general maintenance worker – 2 persons,<sup>54</sup> bricklayer/plasterer – 5 persons,<sup>55</sup> finishing work technologist – 5 persons,<sup>56</sup> sales and presentation specialist – 10 persons,<sup>57</sup> MS SQL programmer – 2 persons,<sup>58</sup> Java/J2EE programmer – 2 persons,<sup>59</sup> filing clerk – 3 persons,<sup>60</sup> cleaner – 10 persons,<sup>61</sup> fork-lift truck operator – 2 persons,<sup>62</sup> driver with a C+E licence (international) – 5 persons,<sup>63</sup> construction carpenter – 2 persons.<sup>64</sup> It should be noted that the actual demand for employees was 242 persons. The highest remuneration was offered for the following jobs: driver with C+E licence – PLN 5,000<sup>65</sup> (gross), sales team manager – PLN 5,000,<sup>66</sup> computer graphic specialist – PLN 4,200,<sup>67</sup> inspector at the Benefits Department – PLN 4,000,<sup>68</sup> international forwarding agency employee – PLN 4,000,<sup>69</sup> truck driver with C+E licence – PLN 4,000.<sup>70</sup> In each case the legal form of employment was a probation employment contract. The lowest remuneration offered amounted to PLN 924 for a telemarketer (probation employment)<sup>71</sup> and a general maintenance worker (contract for a specified period).<sup>72</sup>

<sup>49</sup> As of the evening of 02.12.2014 available at: <http://mup.kielce.pl/oferty/index/fl/1/mw/1600.00/page/1> [December 2, 2014].

<sup>50</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

<sup>51</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>52</sup> Ibidem.

<sup>53</sup> Ibidem.

<sup>54</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>55</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/6> [December 2, 2014].

<sup>56</sup> Ibidem.

<sup>57</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

<sup>58</sup> Ibidem.

<sup>59</sup> Ibidem.

<sup>60</sup> Ibidem.

<sup>61</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>62</sup> Ibidem.

<sup>63</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>64</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>65</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>66</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>67</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>68</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/6> [December 2, 2014].

<sup>69</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>70</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>71</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

<sup>72</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

The second lowest remuneration was offered to car wash workers (casual work contract) – PLN 1,340.<sup>73</sup> In seven cases, hourly pay was offered: butcher – PLN 10 (contract for a specified period),<sup>74</sup> metal turner – PLN 10 (probation contract),<sup>75</sup> tele-consultant – PLN 9 (casual work contract),<sup>76</sup> 2 offers for MIG-MAG welders – in each case PLN 13 (casual work contract),<sup>77</sup> plumber – PLN 15 (probation contract),<sup>78</sup> vehicle with a trailer driver – PLN 12 (probation contract).<sup>79</sup> In the period under analysis, the national minimum wage was offered in one hundred cases. With a remuneration of PLN 1,680, only four offers involved a contract for an unspecified period to be concluded immediately in the following jobs: sales representative,<sup>80</sup> semi-trailer tractor driver,<sup>81</sup> and two offers for car driver-mechanic.<sup>82</sup> In one case a job offer involved a contract for a specified period (car sprayer)<sup>83</sup> and a contract for the period of the performance of the task (sales representative).<sup>84</sup> The casual work contract was offered in three cases: sanitary and central heating system fitter,<sup>85</sup> car mechanic,<sup>86</sup> and installation electrician.<sup>87</sup> For the remaining 91 jobs with a remuneration of PLN 1,680, a probation contract was offered. The other job offers in a variety of sectors involved a remuneration of PLN 1,700-3,500, with a probation contract being concluded in most cases.<sup>88</sup> There were also a few contracts without the probation clause: business administration specialist (contract for an unspecified period and a remuneration of PLN 3,000),<sup>89</sup> plumber (contract for an unspecified period and a remuneration of PLN 2,000),<sup>90</sup> financial advisor (casual work contract and a remuneration of PLN 1,800),<sup>91</sup> alarm system fitter (casual work contract and a remuneration of PLN 1,800),<sup>92</sup> CNC lathe operator (contract for an unspecified period and a remuneration of PLN 2,000).<sup>93</sup>

<sup>73</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>74</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>75</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>76</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

<sup>77</sup> Ibidem.

<sup>78</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>79</sup> Ibidem.

<sup>80</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>81</sup> Ibidem.

<sup>82</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

<sup>83</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>84</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>85</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/4> [December 2, 2014].

<sup>86</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>87</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>88</sup> Author's calculations on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>–<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>89</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

<sup>90</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>91</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/4> [December 2, 2014].

<sup>92</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>93</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].



Out of all the 183 job offers placed on the website of the Municipal Labour Office in Kielce during the period under analysis, only in 21 cases a remuneration of more than PLN 2,500 was offered. The remuneration offered in the other 162 cases amounted to less than PLN 2,500; with 100 offers of a remuneration of PLN 1,680 (in a few cases the offered remuneration was below PLN 1,680). The legal form of the employment relationship in 8 cases was expressed by an employment contract for an unspecified period (with a remuneration of PLN 5,000; 3,000; in two cases – 2,000; in four cases – 1,680). In 7 cases a contract for an specified period was offered (remuneration: PLN 3,500; 2,300; 1,800; in three cases – 1,680, and 924). In two cases a contract for a period of the performance of the task was offered (remuneration – PLN 1,700 and 1,680); in seven cases – a contract of commission (remuneration: in three cases – 1,800, in another three cases – 1,680; in one case – an hourly rate of PLN 9). For the remaining 159 vacancies, probation contracts were offered.<sup>94</sup>

As for the main sectors of the Kielce labour market with the largest number of job offers in the period under analysis, transport and forwarding, including related services, should be indicated. The number of job offers in this sector amounted to 20, including the following: international forwarder/dispatcher (4 offers) and driver (16 offers).<sup>95</sup> The remuneration rates in the forwarding job offers amounted to PLN 4,000; 3,000; 2,000; and 1,680 respectively. In all the cases a probation contract was offered.<sup>96</sup> The job offers for drivers mostly required a truck driving licence. The highest remuneration was offered to a driver with a C+E licence – PLN 5,000, with a probation contract being offered.<sup>97</sup> It should also be noted that in the case of the corresponding job offers (in some cases with information that the work includes driving abroad) the remuneration amounted to PLN 1,680–4,000 (with in all the cases).<sup>98</sup> In the case of driver job offers, the following requirements were involved: 5 drivers with a C+E licence; 2 drivers with a C licence; 1 driver with a B licence; 2 drivers with a licence for a tractor. The remaining job offers defined requirements in a general way, e.g.: driver-courier, driver-mechanic; truck driver. The 16 driver job offers included the following remuneration rates: 11 offers – PLN 1,680; 1 – 5,000; 1 – 4,000, 2 – 2,000, 1 – hourly rate of PLN 12. As far the legal forms are concerned, there were 13 job offers involving a probation period, and 3 offers of employment for an unspecified period (such job offers involved a remuneration of PLN 1,680).<sup>99</sup>

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<sup>94</sup> Author's calculations on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>–<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>95</sup> Author's calculations, *ibidem*.

<sup>96</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>97</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>98</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014] and *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>99</sup> Conclusions drawn on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>–<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

In a related sector – car services – 9 job offers were registered: car mechanic – 4 offers, car sprayer (sheet-metal worker/sprayer, sprayer assistant) – 4 offers, and car diagnostics specialist – 1 offer. The remuneration offered in each of these cases was PLN 1,680, with the employment relationship being mostly offered on a probation contract (7 offers). In addition to that, a contract for a specified period was offered (1 offer) as well as a casual work contract (1 offer).<sup>100</sup>

All segments of the IT industry in the analyzed period offered 10 jobs: programmer of various specialties, computer graphic specialist, graphic specialist/photo editor, DTP prepress specialist, IT maintenance specialist, IT specialist. The highest remuneration was offered to the computer graphic specialist – PLN 4,200<sup>101</sup> as well as MS SQL programmers (PLN 3,000)<sup>102</sup> and Java/J2EE.<sup>103</sup> The other job offers involved a remuneration of PLN 1,680-2,300. In 9 cases the employment relationship was entered into on the basis of a probation contract. There was also 1 job offered on the basis of a specified period contract.<sup>104</sup>

In the sales sector – carrying out, coordinating or developing strategies for direct sales operations – the Municipal Labour Office offered 23 jobs, with some of them requiring 5-10 employees.<sup>105</sup> In most cases these were offers for sales representatives, telesales operators, and stand crews. The other offers were addressed to managers and sales market analyst (1 offer). The highest remuneration was offered to a sales team manager – PLN 5,000, with the employment contract being offered for an unspecified period.<sup>106</sup> The further best paying jobs were offered to a sales department manager – PLN 3,500 (specified period contract),<sup>107</sup> sales specialist – PLN 2,500 (probation contract)<sup>108</sup> and sales representative – PLN 2,500 (probation contract).<sup>109</sup> The lowest paid job was offered to telesales operators (6 persons were required) – PLN 924 with a probation contract.<sup>110</sup> In the other cases, the offered remuneration was at a level of PLN 1,680-1,800 with the jobs as follows: sales personnel in the meat and food sectors, sales representatives, sales specialists, sales/presentation specialist, operational purchases specialist, furniture salesperson, on-line salesperson, sales department manager/salesperson, financial market analyst. In most cases a probation

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<sup>100</sup> Author's calculations, *ibidem*.

<sup>101</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

<sup>102</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

<sup>103</sup> *Ibidem*.

<sup>104</sup> Conclusions drawn on the basis of data placed on the website of the Minicipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>-<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>105</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>-<http://mup.kielce.pl/oferty/index/page/2>, <http://mup.kielce.pl/oferty/index/page/7> [all December 2, 2014].

<sup>106</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>107</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

<sup>108</sup> *Ibidem*.

<sup>109</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>110</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

contract was offered – with one offer of employment for an unspecified period<sup>111</sup> and one offer of employment for a period of the performance of a specific task.<sup>112</sup>

In the 23 job offers placed on the website of the Municipal Labour Office in Kielce in the period under analysis, only 4 jobs involved a remuneration of PLN 2,500-5,000. In the other cases, the offered remuneration was lower, with the highest of them amounting to PLN 1,800, the lowest – PLN 924. As far as the employment relationship is concerned, in 19 cases a probation contract was offered, in 2 cases – employment for an unspecified period, 1 job for a specified period, 1 for the period of the performance of a specific task.<sup>113</sup>

Another sector under analysis is administration and consulting, encompassing, among other things, all types of office work, accounting, advisory services, and finance. The range of offered jobs included a regional sales manager, recovery specialist, key accounts specialist, designer, electronic equipment shop assistant, construction work cost estimator, telephone consultant, financial advisor, hygiene advisor, accountant, office worker. The total number of job offers was 37. There were marked disparities in the offered remuneration rates – only in 5 cases the remuneration exceeded PLN 2,500, with the 29 remaining ones amounting to up to PLN 2,500.<sup>114</sup> The highest remuneration was offered to a benefit contracting inspector – PLN 4,000 (probation contract).<sup>115</sup> In the further 2 cases, the remuneration was PLN 3,000 (business administration specialist with an unspecified period contract<sup>116</sup> and regional manager with a probation contract).<sup>117</sup> In addition to that, a remuneration in excess of PLN 2,500 was offered to a manager in an electronic equipment shop – PLN 2,700 (probation contract)<sup>118</sup> and budget settlements specialist – PLN 2,500 (probation contract).<sup>119</sup> The lowest pay was offered to telephone consultants, with an hourly rate of PLN 9 on the basis of a casual work contract.<sup>120</sup> The national minimum wage of PLN 1,680 was offered in 13 cases (each time the probation contract was offered). There was a whole spectrum of jobs offered, including an invoicing employee, office worker (2 offers), accountant (2 offers), inspection department employee, administration specialist, designer assistant (designer), engineering specialist, lease specialist, constructor-designer, recovery specialist, key account settlements specialist, export specialist,

<sup>111</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>112</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>113</sup> Conclusions drawn on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> - <http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>114</sup> Ibidem.

<sup>115</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/6> [December 2, 2014].

<sup>116</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1> [December 2, 2014].

<sup>117</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>118</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>119</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>120</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

stock settlements specialist.<sup>121</sup> The other offers involved a remuneration of PLN 1,700-2,200 for the following jobs: board assistant, deputy manager, personnel specialist, hygiene advisor (2 offers), office and technology support employee, customer advisor, order specialist, financial advisor, tax specialist, construction cost estimator, technical support employee, chief accountant, registration department employee.<sup>122</sup> In this pay bracket, the employment relationship was entered into mostly on the basis of the probation contract,<sup>123</sup> except for 2 job offers for financial advisors, with the employment being offered on the basis of the contract for the period of the performance of a specified task and a casual work contract.<sup>124</sup>

In the construction and repair sector, with the offers being mostly aimed at physical workers, the website of the Municipal Labour Market in Kielce contained 24 vacancies. It should be noted that in two cases 5 employees were required for one job (bricklayer/plasterer and finishing work technologist),<sup>125</sup> which in actual terms amounted to 30 people being required to fill the vacancies. The most sought-after were MIG-MAG welders (5 offers) with the offered remuneration rates being PLN 2,400; 2,000; 1,680, and an hourly rate of PLN 13 (2 offers). In each case, a probation contract was offered.<sup>126</sup> In terms of remuneration rates offered across this sector, with two brackets being adopted – below PLN 2,500 and from this rate onwards – only one offer qualifies for the latter (milling machine operator – PLN 2,500).<sup>127</sup> In the other cases a remuneration of PLN 1680-2400 was offered, with the national minimum wage (PLN 1,680) occurring as many as 17 times. Moreover, there were three offers with an hourly rate: MIG-MAG welder (2 cases) – PLN 13,<sup>128</sup> and metal lathe operator – PLN 10.<sup>129</sup> The jobs on offer were as follows: MIG-MAG welder, external sanitary system fitter, powder coater/shot blaster, plate-fitter, metal lathe operator, excavator operator, form-work carpenter, concreter-steel fixer, bricklayer/plaster, finishing work technologist, steel fixer/welder, locksmith/fitter and insulation fitter (some of these offers reoccurred). The employment relationship was offered, there were 23 cases of probation contracts being offered.<sup>130</sup> In one case, a specified period contract was offered.<sup>131</sup>

<sup>121</sup> Conclusions drawn on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>–<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>122</sup> Ibidem.

<sup>123</sup> Ibidem.

<sup>124</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/4> [December 2, 2014].

<sup>125</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/6> [December 2, 2014].

<sup>126</sup> Cf.: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>, <http://mup.kielce.pl/oferty/index/page/4>, <http://mup.kielce.pl/oferty/index/page/7>, <http://mup.kielce.pl/oferty/index/page/9> [all December 2, 2014].

<sup>127</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>128</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

<sup>129</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>130</sup> Conclusions drawn on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*,

Across the engineering sector – up to a degree overlapping the construction industry – in the period under analysis, 30 jobs were offered. This sector encompasses, among other things, electromechanical engineering, mechanical engineering, electrical engineering, automation, installation fitting, tele-fitting, maintenance and construction engineering. In addition to qualified engineers, operators of various machines were required, including CNC milling machines, press brakes, cutting machines. There were also offers for automation specialists or sanitary system fitters.

There were three job offers with a remuneration of PLN 2,500 onwards, i.e.: low voltage system fitters – PLN 3,000 (probation contract)<sup>132</sup> and (2 offers) automation specialist – PLN 3,000 (in each case a probation contract).<sup>133</sup> The other offers included a remuneration of PLN 1,680-2,200, with the national minimum wage of PLN 1,680 occurring 15 times. The employment relationship to be entered into in the engineering sector was based on the probation contract (22 cases) for jobs such as electrician-maintenance worker, automatics graduate, tele-fitter/maintenance worker, press brake and cutting machine operator, automation fitter, mechanical engineer, plane operator, AV fitter/electrician, machine operator, electromechanical engineer, automation specialist/fitter, CNC operator, mechanical engineer/machine fitter, low-voltage system fitter, self-adhesive advertising foil fitter, electrical construction engineer, CNC milling machine operator, and installation electrician (some jobs reoccurred).<sup>134</sup> In addition, a specified period contract was offered in 3 cases (electrical engineer,<sup>135</sup> press brake operator,<sup>136</sup> mechanical and machine engineer<sup>137</sup>), a casual work contract (4 cases) (alarm system fitter – 2 offers,<sup>138</sup> installation electrician,<sup>139</sup> d sanitary and central heating system fitter<sup>140</sup>), as well as an unspecified period contract (1 case – CNC milling machine operator).<sup>141</sup>

In the services sector, 26 jobs were offered. In some cases 2-5 employees were required for one job, with the total number of vacancies being 45. The jobswhile range of services, e.g. gastronomy, beauty therapy, as well as physical workers.

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<http://mup.kielce.pl/oferty/index/page/1>-<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>131</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>132</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/7> [December 2, 2014].

<sup>133</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>134</sup> Conclusions drawn on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>-<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>135</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>136</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>137</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/6> [December 2, 2014].

<sup>138</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/4>-<http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>139</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>140</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/4> [December 2, 2014].

<sup>141</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

The jobs were aimed at hairdressers, cleaners, plumbers, advertising department employees, production planning specialists, warehouse employees. None of these jobs involved a remuneration of PLN 2,500 onwards.<sup>142</sup> The highest pay was offered to: baker – 2,200 (probation contract),<sup>143</sup> warehouse employee/fork-lift truck operator – 2,150 (specified time contract),<sup>144</sup> plumber – 2,000 (unspecified period contract),<sup>145</sup> warehouse employee – 2,000 (probation contract).<sup>146</sup> Analyzing the remuneration, it should be noted that one job offer (plumber) involved an hourly pay of PLN 15 (probation contract),<sup>147</sup> which with e.g. 160 hours of work in a month would give a remuneration of PLN 2400 zł. The lowest wage was offered to a general assistance worker – PLN 924 (two persons required, with a specified period contract being offered)<sup>148</sup> and car wash workers (10 persons required, casual work contract).<sup>149</sup> Remuneration in the other cases amounted to PLN 1,680-1,900, with the national minimum wage of PLN 1,680 being offered in 14 cases. In addition to the previously mentioned plumber job offer (note 147), another offer with an hourly pay was shown (butcher) – PLN 10. The employment relationship to be entered into was based on a probation contract (22 offers), specified period contract (2 offers), as well as one casual work contract and one unspecified period contract. In the sector being analyzed, the following jobs were offered: hairdresser, kitchen helper, butcher, plumber, seamstress, car wash worker, cook, general tasks worker, warehouse employee, baker, beautician, production planning specialist, nurse/nursing assistant, production department employee, stable worker, foreman in the production department, cleaner, complaint department employee, fork-lift truck operator, dentist's assistant, florist (some jobs reoccurred).<sup>150</sup>

In the last sector to be analyzed, 6 job offers were submitted (in one offer 2 employees were required): furniture upholsterer, cabinet-maker, (2 separate offers), cabinet-maker's assistant, floor-maker, construction joiner, industrial sprayer. The remuneration rates offered in this sector amounted to PLN 1,680-2,000, with the national minimum wage of PLN 1,680 being offered in three cases. Each of these job offers involved employment on a probation period basis.<sup>151</sup>

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<sup>142</sup> Conclusions drawn on the basis of data placed on the website of the Minicipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>-<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>143</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>144</sup> *Ibidem*.

<sup>145</sup> *Ibidem*.

<sup>146</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>147</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>148</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/3> [December 2, 2014].

<sup>149</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

<sup>150</sup> Conclusions drawn on the basis of data placed on the website of the Minicipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>-<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>151</sup> *Ibidem*.

In summary, it should be noted that owing to the current economic instability and other factors behind the risk of employing people on an unspecified period basis with all the privileges it involves, most entrepreneurs in the city of Kielce tended to minimize both the costs and risk in seeking the most competent employees by offering a probation contract.<sup>152</sup> It can be testified by the number of such offers available on the website of the Municipal Labour Office in Kielce in the analyzed period, i.e. 159 (note 94). Another fact to confirm this trend is the number of unspecified period contracts, i.e. 8 (note 94). It should, however, be noted that all the contracts other than concluded for an unspecified period constitute only the initial stage, providing prospects for the unspecified period contract offering the employee the highest level of stability. Moreover, such contracts could also be negotiated during the recruitment process or at later stages of employment. Such theses could also be put forward as to the minimum remuneration rate being offered – 100 cases (note 94) and a few cases of the remuneration level being below PLN 1,680.<sup>153</sup> It should also be taken into consideration that the remuneration offered at the initial stage may be increased or further negotiated during the recruitment process. It should also be noted that many employees officially receive the national minimum wage, at the same time being offer additional money.<sup>154</sup>

It is worth emphasizing that despite the job offers being placed on the website of the Municipal Labour Office in Kielce, not all the workplaces were located within the boundaries of the city. A case in point is a CNC machine operator job offer CNC,<sup>155</sup> with the workplace located in Podzámce, a village located near Kielce (Municipality of Piekoszów, circa 15 km away from the boundaries of Kielce) or a kitchen help job offer<sup>156</sup> with the workplace located in the village of Szczecno (Municipality of Daleszyce, circa 19 km away from the boundaries of Kielce). It should be noted that the peripheral location of the workplace may entail the necessity for the employee to commute and, as a result, incur additional costs. Most of the workplaces located

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<sup>152</sup> A probation employment contract may precede any other employment contract. It may not exceed 3 months. Cf.: M. Dobrzyńska-Dąbska, *Umowa o pracę na okres próbny*, <http://www.prawopracy.org/content/view/127/16/> [December 18, 2014].

<sup>153</sup> During the first year of employment, the remuneration may amount to 80% of the national minimum wage. Cf.: art. 2 paragraph 5 and art. 6 of the Law of 10.10.2002 on the National Minimum Wage (*Ustawa z dnia 10 października 2002 r. o minimalnym wynagrodzeniu za pracę*, „Dz. U.”, 2002, no. 200, pos. 1679 with amendments) and Ordinance of 11.09.2013 on the National Minimum Wage in 2014 (*Rozporządzenie z dnia 11 września 2013 r. w sprawie wysokości minimalnego wynagrodzenia za pracę w 2014 r.*, „Dz. U.”, 2013, no. 1074).

<sup>154</sup> What can testify to such practices is findings of a study carried out by the Social Prevention Centre and Pedagogy Faculty of the School of Business. According to this study, 57% of young employees of private companies in addition to the official remuneration including the national insurance contribution receive additional money. A third of these employees officially receive the national minimum remuneration or has been employed on the basis of a civil law contract. Cf.: *Pod stołem dostają dodatek do pensji*, <http://www.rm24.pl/ekonomia/news-pod-stolem-do-staja-dodatek-do-pensji,nld,1416920> [December 18, 2014].

<sup>155</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/6> [December 2, 2014].

<sup>156</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/2> [December 2, 2014].

beyond the boundaries of the city were, however, within the area of the Kielce District. There were also offers with workplaces located in other districts of the Świętokrzyskie Voivodeship, involving a computer graphic artist in the town of Końskie (Końskie District, circa 51 km away from the boundaries of Kielce) or cabin-maker in the town of Suchedniów (Skarżysko District, circa 31km away from the boundaries of Kielce). There were far fewer job offers with workplaces located in other voivodeships, e.g. – press brake operator<sup>157</sup> in the town of Oława (Dolnośląskie Voivodeship, circa 320 km away from the boundaries of Kielce). It should also be noted that not all the jobs involve a stationary workplace. A case in point is a C+E driver job offer,<sup>158</sup> with the seat of the employer located in the village of Micigózd (Municipality of Piekoszów), with the tasks to be performed involving carrying goods to a chain of retail outlets located in the Świętokrzyskie, Małopolskie and Dolnośląskie Voivodeships. In the case of job offers for drivers with a C+E licence to operate internationally,<sup>159</sup> it should be taken into consideration that a more complex work system is involved here (e.g. 3/1). The work of a sales representative can also be mobile, with the sales presentations being made within a specified area (in this case across the Świętokrzyskie voivodeship).<sup>160</sup>

For all the job offers recorded during the period under analysis, there were 40 cases of the workplace being located away from Kielce.<sup>161</sup> A city located the farthest from Kielce was Gdańsk.<sup>162</sup> It should, however, be noted that the seat of the company does not always involve a given workplace being located there (it can be located, for example, at a branch of this company in some other city or within the area of this company's operation). Such is the case of a mechanical engineer job offer<sup>163</sup>, with the seat of the company being in Warsaw and the workplace in a town located in the Kielce District.

As far as the sectors are concerned – those with the largest number of job offers available on the website of the Municipal Labour Office in Kielce during the period under analysis – there are 9 such areas: transport and forwarding, car services, IT, sales, administration and consulting, construction and maintenance, engineering (engineering and construction), services, carpentry and cabin-making. Thus, it should be emphasized that generally each of these sectors is related to some services (e.g. the transport and forwarding sector offers services within transporting people and property; or car services – repair and maintenance of vehicles). An exception is the carpentry and cabin-making sector, which involves also production (only 6 job offers). A distinguishing feature of job offers available in the city of Kielce in the period under analysis is

<sup>157</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>158</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/9> [December 2, 2014].

<sup>159</sup> *Ibidem*.

<sup>160</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/5> [December 2, 2014].

<sup>161</sup> Conclusions drawn on the basis of data placed on the website of the Municipal Labour Office in Kielce in the analyzed period available at the following URL addresses: *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/1>–<http://mup.kielce.pl/oferty/index/page/10> [December 2, 2014].

<sup>162</sup> Sales Team Manager Job Offer *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/8> [December 2, 2014].

<sup>163</sup> *Oferty pracy*, <http://mup.kielce.pl/oferty/index/page/4> [December 2, 2014].



there being no vacancies in the manufacturing sector, i.e. there is demand for car repair and maintenance specialists but not for car manufacturing workers.

### **Zusammenfassung**

#### **DIE ANALYSE DES ARBEITSMARKTES IN DER STADT KIELCE IN DER WENDE DES DRITTEN UND VIERTEN QUARTALS 2014 AM BEISPIEL DER ARBEITSANGEBOTE, DIE AUF DER WEBSITE DES STÄDTISCHEN ARBEITSAMTES IN KIELCE ANGEZEIGT WURDEN**

Das Hauptziel dieses Artikels gibt es den Arbeitsmarkt in der Stadt Kielce in der Wende des dritten und vierten Quartals 2014 zu analysieren. Es wurden die angegebenen (veröffentlichten) Arbeitsangebote auf der Website des Städtischen Arbeitsamtes in Kielce analysiert. Die Analyse konzentriert sich auf die angebotenen Arbeitsstellen, Löhne oder Gehälter und verbindliche Rechtsform zwischen dem Arbeitnehmer und dem Arbeitgeber. Das endgültige Ziel gibt es die Erklärung (Identifizierung) der Hauptbranchen, in denen der Bedarf nach Arbeitskräften höchstens war. Es wurde die Periode (die Wende des dritten und vierten Quartals) zur Analyse wegen seiner Besonderheit ausgewählt – Anfang des dritten Quartals bestimmt die Zeit, in der gewachsene Bedarf nach Zeitarbeitskräften aufgetreten wird, u.a. in folgenden Sektoren wie Bauwesen, Hotels, Gastronomie und in geringerem Maße auch in der Arbeit des Büros. Dieser Zeitraum wird mit einem Rückgang der Arbeitslosigkeit verbunden. Es sollte darauf hinweisen, dass eine große Anzahl von Schülern oder Studenten, die, während der Freizeit von den Schultagen, auf Arbeitssuche sind, an den temporären Arbeitsstellen außer der Arbeitslosen interessiert werden. Demnächst der Anfang des vierten Quartals ist der Zeitraum, in dem die Nachfrage nach Zeitarbeitskräften gesunken wird. Es sollte beachten, dass man auf dem Arbeitsmarkt, unabhängig von der Zeitarbeit, auch langjährige Mitarbeiter braucht.

**Schlüsselwörter:** der Arbeitsmarkt, Kielce, Polen

### **Streszczenie**

#### **ANALIZA RYNKU PRACY W MIEŚCIE KIELCE NA PRZEŁOMIE III I IV KWARTAŁU 2014 ROKU NA PRZYKŁADZIE OFERT PRACY ZAMIESZCZONYCH NA STRONIE INTERNETOWEJ MIEJSKIEGO URZĘDU PRACY W KIELCACH**

Głównym celem artykułu jest analiza rynku pracy w Mieście Kielce na przełomie III i IV kwartału 2014 roku. Analizie poddane zostały oferty pracy zamieszczone na stronie internetowej Miejskiego Urzędu Pracy w Kielcach. Analiza dotyczy oferowanych stanowisk pracy, wynagrodzenia oraz formy prawnej wiążącej pracowników z pracodawcami. Ostatecznym celem jest krótkie określenie kluczowych branż, w jakich zapotrzebowanie na pracowników było największe. Poddany analizie okres (przełom III

i IV kwartału) został wybrany ze względu na swoją specyfikę – początek III kwartału stanowi okres, kiedy występuje zwiększone zapotrzebowanie na pracowników tymczasowych m.in. w takich sektorach jak budownictwo, hotelarstwo, gastronomia czy w mniejszym stopniu w pracach biurowych. Okres ten powiązany jest ze spadkiem bezrobocia. Należy zauważyć, że stanowiskami pracy tymczasowej oprócz osób bezrobotnym zainteresowana jest również duża liczba uczniów/ studentów, którzy poszukują pracy w okresie wolnym od zajęć szkolnych. Z kolei początek IV kwartału jest okresem, kiedy maleje zapotrzebowanie na pracowników tymczasowych. Należy pamiętać, że niezależnie od prac tymczasowych, na rynku pracy występuje również zapotrzebowanie na pracowników długoterminowych.

**Słowa kluczowe:** rynek pracy, Kielce, Polska

**Keywords:** labour market, Kielce, Poland

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