

UČNI NAČRT PREDMETA / COURSE SYLLABUS

Predmet: Iskanje zaposlitve
Course title: Job seeking

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Informatika v sodobni družbi, visokošolski strokovni študijski program prve stopnje	-	Drugi ali tretji	Četrty ali šesti
Informatics in Contemporary Society, first cycle Professional Study Programme	-	Second or third	Fourth or sixth

Vrsta predmeta / Course type

Izbirni / Elective

Univerzitetna koda predmeta / University course code:

1-ISD-VS-IP-IZ-2026-06-24

Predavanja Lectures	Seminar Seminar	Vaje Tutorial	Klinične vaje work	Druge oblike študija	Samost. delo Individ. work	ECTS
30	-	45	-	-	105	6

Nosilec predmeta / Lecturer: Izr. prof. dr. Katarina Rojko

Jeziki / Languages:

Predavanja / Lectures:

Slovenski / Slovenian, Angleški / English

Vaje / Tutorial:

Slovenski / Slovenian, Angleški / English

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:

Na prvi izpitni rok v študijskem letu se lahko prijavijo študenti, ki so bili na predavanjih in vajah prisotni vsaj 75 %, ali študenti, ki so pozitivno opravili kolokvij.

Prerequisites:

Students who have attended at least 75% of the lectures and tutorials or students who have passed the midterm exam may register for the first exam date in the academic year.

Vsebina:

- Kultura upravljanja s človeškimi viri: strategije in načini pridobivanja kadrov.
- Organizacijski in zaposlitveni vidiki (potencialnih) zaposlovalcev mladih iskalcev/iskalk prve zaposlitve.
- Spremembe na (mladinskih) trgih dela.
- Prehod diplomantov iz visokošolskega izobraževanja v (ustrezno) zaposlitev: trendi v EU državah.
- Pomen individualnih vložkov študentov v človeški in socialni kapital za

Content (Syllabus outline):

- Culture of human resource management: recruitment strategies and techniques.
- Organisational and employment policy aspects of young first job seekers' (potential) employers.
- Changes in (youth) labour markets.
- Transition of graduates from higher education to (proper) job: trends in EU countries.
- The importance of individual investments in human and social capital during the

kompetenten vstop na trg dela po diplomi. • Vloga profesionalnih socialnih omrežij v procesu pridobivanja ustrezne zaposlitve za mlade diplomante/diplomantke. • Izvedba individualnih in skupinskih praktikumov pod mentorstvom predavatelja oz. predavateljice, predstavitev rezultatov, izmenjava znanj in izkušenj, izdelava inovativnih strategij za pridobitev (ustrezne) zaposlitve.	study in sake of graduates' competent entry to labour market. • The role of professional social networks in process of graduates' (proper) job seeking. • Individual and group practicum, guided by lecturer, presentation of results, exchange of knowledge and experiences, designing of inventive strategies for (proper) job searching.
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Temeljni literatura in viri / Readings:

- Armstrong, M., & Taylor, S. (2026). Armstrong's Handbook of Human Resource Management Practice: A Guide to the Theory and Practice of People Management (17th ed.). Kogan Page.
- Špindler, T. & Gorenak, M. (2022). Spretnosti za uspeh na delovnem mestu [Elektronski vir]. Maribor : Univerza v Mariboru, Univerzitetna založba. Dostopno prek: <https://press.um.si/index.php/ump/catalog/book/657>
- Eures: Iskalci zaposlitve. Dostopno prek: https://eures.europa.eu/jobseekers_sl
- Rojko, K. Prosojnice in gradiva s predavanj in vaj za posamezno študijsko leto pri predmetu Iskanje zaposlitve. FIŠ: Moodle.

Cilji in kompetence:

Učna enota prispeva k razvoju naslednjih splošnih:

- sposobnost uporabe znanja v praksi
- zmožnost vzpostavljanja in vzdrževanja odnosov za delo v skupini in z drugimi uporabniki ter skupinami (lokalna skupnost, organizacije javne uprave, gospodarstvo, nevladne organizacije) ter zmožnost strpnega dialoga;

in predmetno-specifičnih kompetenc:

- zmožnost za prepoznavanje zaposlitvenih možnosti
- vzpostavljanje stikov z zaposlovalci
- razvoj komunikacijskih sposobnosti in spretnosti, posebej v kontekstu procesov zaposlovanja
- razumevanje ne-tehničnih aspektov socialnih omrežij na personalni, organizacijski, nacionalni in internacionalni ravni
- razumevanje teoretskih, analitičnih in empiričnih razlag aktualnih

Objectives and competences:

The instructional unit contributes to the development of the following general:

- ability to apply knowledge in practice
- ability to establish and maintain relationships for group-work as well as with other users and groups (local communities, public administration organizations, industry, non-governmental organizations) and the capacity for tolerant dialogue

and subject-specific competences:

- the ability to recognise employment opportunities
- making contact with employers
- communication abilities development, especially in the context of employment processes
- understanding the non-technical aspects of social networks on the inter-personal, organisational, national and international level
- understanding of theoretical, analytical and empirical

dogajanj v nacionalnem, evropskem in globalnem socialnem okolju (ekonomska kriza, prestrukturiranje trgov dela, preizobraženost, mladinska brezposelnost)	interpretations of current events in national, EU and global social environments (economic crises, labour market re-structuring, over-education, youth unemployment)
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Predvideni študijski rezultati:

Znanje in razumevanje:

Študent/študentka:

- pozna in razume temeljne pojme, informacije in podatke, ki so potrebni za oceno stanja na trgu delovne sile in kadrovskih potreb institucij-potencialnih zaposlovalk
- zna samo-razumeti in oceniti osebne potenciale pri vstopu na trg dela
- pozna in razume normativne zahteve, vezane na zaposlovanje (mladih) in neformalne dejavnike na (mladinskem) trgu dela
- pozna in zna uporabljati formalne in neformalne oblike ter možnosti zaposlovanja
- kritično ovrednoti že pridobljene izkušnje z zaposlitvami in iskanjem dela
- izdelava osebne strategije za kompetentno nastopanje na trgu dela in pridobitev (ustrezne) zaposlitve

Intended learning outcomes:

Knowledge and understanding:

The student obtain:

- knowing and understanding of basic concepts, information and data needed for evaluation of (youth) labour market situation, as well as the (potential) employers' demands and needs
- skill to self-evaluation of individual competencies, needed for labour market entry
- knowledge of (youth) employment legislature and informal actors on (youth) labour market
- »Know to how« formal and informal ways and opportunities to find a (proper) job
- critical evaluation of previous employment and job searching experiences
- creation of personal strategy for competitive labour market entry and proper job searching

Metode poučevanja in učenja:

- *predavanja* z aktivno udeležbo študentov (razlaga, diskusija, vprašanja, primeri, reševanje problemov)
- *vaje*, kjer bodo študentje pridobivali veščine, ki so potrebne za iskanje zaposlitve
- *praktično delo*, ki bo študentom omogočilo, da: a) dobijo vpogled v organizacijsko in kadrovske kulture institucij kot potencialnih zaposlovalk; b) dobijo vpogled v njihovo kadrovanje c) vzpostavijo kontakte z izbranimi institucijami, potencialnimi zaposlovalkami; d) pripravijo prijave na delovno mesto, življenjepis, se pripravijo na razgovor in na testiranje) e) bodo

Learning and teaching methods:

- *lectures* with students' active participation (explanation, discussion, questions, problem solving)
- *tutorials* where students will gain the skills required for job seeking
- *practice work* where students will be enabled to: a) gain insight into organisational culture and human resources management of (potential) employers, b) gain insight to their employment policies, c) establish contacts with chosen institutions as potential employers and d) prepare job applications and curricula vitae (CV), and prepare for interviews and testing e) exchange experiences using reflexive group techniques

izmenjava izkušenj z uporabo refleksivnih skupinskih metod	
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Delež (v %) / Weight (in %) Assessment:		
Načini ocenjevanja:		
Način (pisni izpit, ustno izpraševanje, naloge, projekt):		Type (examination, oral, coursework, project):
pisni izpit	100	written exam

Reference nosilca / Lecturer's references:

- ERMAN, Nuša, ROBIDA, Nika, ROJKO, Katarina. Differences among higher education students from the ICT field : formal education vs. lifelong learning. Journal of infrastructure, policy and development. 2025, vol. 9, iss. 1, [article no.] 10714, str. 1-20, ilustr. ISSN 2572-7931. [COBISS.SI-ID 225593603]
- ROJKO, Katarina. Challenges of digital transition in the European Union due to the impacts of digital skills levels. International journal of multidisciplinary and current educational research. 2024, vol. 6, iss. 6, str. 155-164, ilustr. ISSN 2581-7027. [COBISS.SI-ID 219168259]
- ROJKO, Katarina, LUŽAR, Borut. Scientific performance across research disciplines : trends and differences in the case of Slovenia. Journal of informetrics : an international journal. 2022, vol. 16, iss. 2, str. 1-21, ilustr. ISSN 1751-1577. DOI: 10.1016/j.joi.2022.101261. [COBISS.SI-ID 98097923]
- ERMAN, Nuša, ROJKO, Katarina, LESJAK, Dušan. Traditional and new ICT spending and its impact on economy. Journal of computer information systems. 2022, vol. 62, iss. 2, str. 384-396, ilustr. ISSN 0887-4417.
<https://www.tandfonline.com/doi/full/10.1080/08874417.2020.1830007>, DOI: 10.1080/08874417.2020.1830007. [COBISS.SI-ID 44760067]
- ROJKO, Katarina, BRATIČ, Brankica, LUŽAR, Borut. The Bologna reform's impacts on the scientific publication performance of Ph.D. graduates : the case of Slovenia. Scientometrics. 2020, vol. 124, iss. 1, str. 329-356, ilustr. ISSN 0138-9130.
- ROJKO, Katarina, ERMAN, Nuša, JELOVAC, Dejan. Impacts of the transformation to industry 4.0 in the manufacturing sector : the case of the U.S. Organizacija : revija za management, informatiko in kadre. [Tiskana izd.]. Nov. 2020, vol. 53, no. 4, str. 287-305, ilustr. ISSN 1318-5454.