# Management Meeting: Cover Letter

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| **Subject:** | Jobs Systemisation at CEITEC MU – Summary report |
| **Sensitive:** | YES |
| **Date:** | 22.3.2024 |
| **From:** | Andrea Dvořáková, HR department |
| **Proposal:** | The summary report is review of job systemisation.Report is based on the Measure of the Director No. 4/2019 Jobs Systemisation at CEITEC MU. **The data are valid at 31st January 2024.**  The report includes the executive summary, where you can find the main highlight from results of systemisation.  The report is divided on research groups, core facilities and administrative departments. |
| **Reason(s) for the proposal:** | Based on the Measure of Director No.4/2019 |
| **Resource implications:** | - |
| **Risk implications:** | - |
| **Previous proceedings:** | - |
| **Further action required:** | - |
| **Time aspect:** | - |
| **Annex(es):** | The Summary report |