



## ZAKLADA ANA RUKAVINA

Pursuant to the provision of the Act on Foundations and Funds (Official Gazette "Narodne novine" Nos. 36/95 and 64/01), Article 8, paragraph 3 of the Statute of the Ana Rukavina Foundation and the Ordinance on the Conditions, Method and Procedure of Funds Allocation for Professional Training and Other Forms of Financial Aid (consolidated text), ANA RUKAVINA FOUNDATION, Zagreb, Kneza Mislava 10/I, on May 28<sup>th</sup> 2018 issues the following

### CALL FOR TENDERS

for the allocation of

#### **Funds for the Professional Training by Ana Rukavina Foundation**

for one (1) specializing physician or internal haematology specialist or other similar specializations, to 35 years of age at the health institution at Georgetown University, Washington D.C., USA, or at National Cancer Institute or in other equivalent institution within National Institutes of Health instead of Georgetown University, in the duration of twelve (12) months.

The professional training funds include travelling expenses, accommodation expenses, food and other, which shall be determined in detail in the three-party agreement entered into between Ana Rukavina Foundation (hereinafter: Foundation), the chosen candidate and the health institution where he/she is employed.

Specializing physicians or internal haematology specialists or other similar specializations not over 35 years old, who are Croatian citizens whereat the basic criteria are the applicant's excellence during his/her studies and scientific - expert paper and employment, are entitled to the Foundation's professional training funds allocation.

If the number of candidates who meet all the tender requirements is insufficient, the Foundation's Management Board is entitled to exceptionally consider the applications of candidates over 35 years of age.

The professional training funds shall be allocated pursuant to the Ordinance on the Conditions, Method and Procedure of Funds Allocation for Professional Training and Other Forms of Financial Aid (consolidated text) of 9 June 2014.

The decision on the allocation of funds shall be delivered to all applicants within 15 days from the passing of the decision, and shall be published on the official website of Ana Rukavina Foundation ([www.zaklada-ana-rukavina.hr](http://www.zaklada-ana-rukavina.hr)), and may be also published in any chosen newspapers or in any other appropriate way.

The deadline to submit the application is 30 days from the date of publication of the call for tenders on the official website of the Foundation.

The candidates shall present their application accompanied by proof on the fulfilment of the requested requirements of the tender (copies of documents):

1. Diploma of the School of Medicine,

2. Decree of Specialization (for specializing physicians),
3. Certificate of Specialization,
4. Certificate of Sub-specialization,
5. Copy of the Academic Transcript for all courses taken during the undergraduate study, certificates regarding the grade received for the final thesis and the duration of the studies,
6. Proof of employment
7. Proof of knowledge of English
8. CV in Croatian and English
9. List of published papers and/or being quoted in scientific-professional literature
10. Proof of Dean's of Vice-chancellor's award, as well as other appropriate national or international scientific-professional award,
11. Proof of Croatian citizenship (Certificate of Citizenship, Identity Card or Passport)
12. Letters of Recommendation
13. Letter of Intent of the health institution where the candidate is employed on the readiness to accept the scholarship,
14. Proof of volunteering work for the Ana Rukavina Foundation on the expansion of the Croatian Bone Marrow Donor Registry,
15. Express statement of the candidate whereby he/she approves the collection, the processing and the publication of his/her personal information,
16. Express statement of the candidate whereby he/she states that he/she is familiar with the method of use of the professional training funds.

The candidate shall submit the application form accompanied by the complete tender documentation personally to the Foundation or by registered mail, with the indication "Application for the Professional Training Funds Allocation Tender – Do Not Open" to the address: Ana Rukavina Foundation, 10 000 Zagreb, Kneza Mislava 10/I.

The application shall be considered received if the Foundation receives it prior to the expiry of the deadline.

Applications submitted by regular mail prior to the application deadline, received by the Foundation after the expiry of the application deadline shall be considered late.

When the application is being sent by registered mail or is delivered to the authorized provider of postal services, the date the application is submitted to the postal office i.e. the authorized provider of postal services shall be considered as the date of submittal of the application to the Foundation.

Applications of candidates, which do not meet the tender requirements or which are incomplete or submitted after the deadline, shall not be considered.

Forms containing the instructions on how to fill them in, the Ordinance on the Conditions, Method and Procedure of Funds Allocation for Professional Training and Other Forms of Financial Aid (consolidated text) and other required documentation can be downloaded from the official web site of the Foundation.

All interested parties may contact the Foundation at the telephone number 01/4812-827 or e-mail [info@zaklada-ana-rukavina.hr](mailto:info@zaklada-ana-rukavina.hr) for further information.

Manager

of the Ana Rukavina Foundation

Marija Rukavina