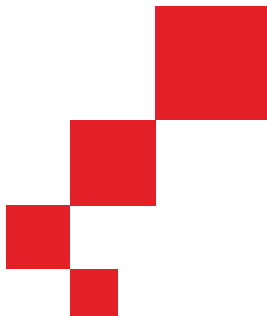




# LIVING AND WORKING IN CROATIA





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Dear Reader,

The purpose of this brochure is to familiarise you with Croatia and make your job search, or your first steps in our country, a bit easier. It offers a brief overview of life in Croatia and the administrative procedures you will encounter when dealing with authorities and institutions. If you need more in-depth information on a particular topic, or you need to check information that is likely to be changed over time, we strongly recommend that you visit the Living and Working section of the EURES portal at [eures.europa.eu](http://eures.europa.eu) and the websites of relevant authorities.

We hope that this brochure will help you in getting to know the Croatian way of life so that you can “swim” in the sometimes complex administrative procedures. If you need additional support after you arrive in the country, feel free to contact us.

Your EURES Croatia team





Map source: Croatian National Tourist Board

## IMPORTANT TELEPHONE NUMBERS:

International country code for Croatia: **+385**

Ambulance: **194**

Fire Brigade: **193**

Police: **192**

National Centre for Search and Rescue at Sea: **195**

Unique national number for all emergency situations:  
**112**

General information: **18981**

Information on local and intercity numbers: **11880;**  
**11888**

Information on international numbers: **11802**

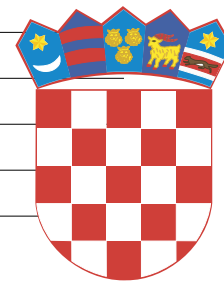
Weather forecast and road conditions: **060 520 520**

Roadside vehicle assistance: **1987**

When calling from abroad or by mobile phone,  
call **+385 1 1987**



Official name	Republic of Croatia	
Capital city	Zagreb	
Surface area	Land 56,594 km <sup>2</sup> , coastal waters (inland and territorial waters) 31,067 km <sup>2</sup>	
Neighbouring countries and length of borders	Slovenia	668 km
	Hungary	355 km
	Serbia	318 km
	Bosnia and Herzegovina	1,011 km
	Montenegro	23 km
Length of coastline	Mainland 1,777 km, islands 4,058 km	
Highest peak	Dinara 1,831 m	
Language	Croatian	
Population (2011 census)	4,284,889	
Largest cities (2011 census)	Zagreb	688,163
	Split	167,121
	Rijeka	128,384
	Osijek	84,104
Political system	Unitary democratic parliamentary republic	
Head of state	President of the Republic	
Membership of international organisations	United Nations	from 1992
	NATO	from 2009
	European Union	from 2013
Currency	Kuna (HRK)	
Statehood Day	June 25	
International country code	HR	
Telephone prefix	385	
Internet domain	.hr	
Time zone	UTC+1	





## CROATIA: OVERVIEW

Croatia has been present on the contemporary international political stage for a little over two decades, but in terms of history and culture, it is one of the oldest countries in Europe. The geopolitical situation of Croatia is determined by the convergence and influence of different ethnic, religious, economic and political factors, so authors usually define it as Central European and Mediterranean. Croatia enjoys a predominantly moderate climate, with four clearly marked seasons. Local climate differences are determined primarily by the diversity of the relief and proximity to the Adriatic Sea.

With a surface area of 56,594 km<sup>2</sup>, Croatia is 19<sup>th</sup> among European Union countries according to size, falling between Latvia and Slovakia. With a population of 4.3 million, Croatia ranks 21<sup>st</sup> in the European Union according to population, between Ireland and Lithuania. About 60% of Croatians live in urban centres occupying less than 15% of the territory of the country, and of these, one in four lives in the capital, Zagreb.

Taking the surface area of the country and the number of inhabitants into account, with 1,000 km of modern highways built in the last 15 years, Croatia leads the countries of Southeast Europe in terms of highways, and is ahead of many other European Union member states.

The most important branch of the economy is tourism, with 10 million visitors per year, contributing 15% to GDP. Tourism is an especially lucrative activity in the coastal regions in the summer season, which lasts from the beginning of June to the end of September. The highest turnover is achieved by small and medium sized enterprises, but large enterprises still have the most employees.

Learn more: [croatia.eu](http://croatia.eu)

So you're thinking about living and working in Croatia? Here are a few facts to get you started.

### Do I need to register? Registration procedures and residence permits

If you're a national of an EEA member country or Switzerland, then you have the right to stay in the Republic of Croatia for up to three months if you hold a valid passport or identity card.

For stays of more than three months, you must report as a temporary resident to your nearest police authority and apply for residency no later than eight days after the expiry of your three months stay.

Your application must include a copy of a valid identity card or passport which the official will certify upon review of the original. If conditions are met (that is, you have demonstrated that you have the means to support yourself and health insurance), the police will promptly issue you with a certificate of registration in the form of a biometric residence card with a validity period of up to five years.

When you register for residence, you will be issued with a personal identification number (OIB). An OIB can be also issued prior to your registration of residence. You can request an OIB directly from the Tax Administration in the city where you are staying.

In addition to an OIB, you will need an address in Croatia in order to take advantage of different public services, like registering as a jobseeker with

the Croatian Employment Service. An address certificate is issued by the local Police station/ authority. You will need an OIB and an address certificate to be registered with the Pension Fund and Health Insurance Fund when you get a job offer.

The right of permanent residence can be acquired after five years of continuous legal residence in the Republic of Croatia.

### Do I have the right to live and work in Croatia?

The free movement of workers is a fundamental right in the Member Countries of the European Economic Area (EEA). This permits nationals of one EEA country to work in another EEA country on the same conditions as that Member State's own citizens.

During a transitional period of up to seven years after the accession of Croatia to the European Union on 1 July 2013, certain conditions may be applied that restrict the free movement of workers from and to Croatia. **These restrictions only concern the freedom of movement for the purpose of taking up a job.**

For the first phase, until 30 June 2015, 13 countries have decided that Croatian workers will have to obtain a work permit to work there, so Croatia is applying reciprocal measures to workers from these countries, listed below:



- » Austria
- » Belgium
- » Cyprus
- » France
- » Germany
- » Greece
- » Italy
- » Luxembourg
- » Malta
- » Netherlands
- » Spain
- » Slovenia
- » United Kingdom

If you're a national of one of these EU Member States, you can regulate your legal work status in Croatia as follows:

- » You can work up to 90 days a year on the basis of a work registration certificate
- » You can work for more than 90 days but you have to apply for a residence and work permit

Restrictive measures do not apply if you want to start your own business in Croatia or provide services, for example, in construction or personal services. There are no restrictions for entrepreneurs / companies / traders from other countries who want to carry out their activities in Croatia. Therefore, if you're a national of an EEA/EU Member State and are:

- » self-employed with your own company, or
- » in a trade in which you provide services, or

» you have been posted<sup>1</sup> to Croatia by your employer for a limited time (posted worker), you may work in the Republic of Croatia without a residence or work permit, or work registration certificate.

### **What are the criteria for getting a work permit?**

You must have an offer of employment as the employer is obliged to request the issuance of a work permit from the relevant authorities. You cannot request a work permit without having a job offer from an employer. An application for a residence and work permit must be accompanied by a contract of employment or a written confirmation that a contract of employment has been signed.

### **What if I'm a third country national (non-EU)?**

Temporary residence is granted to citizens of a third, i.e. non-EU country who intend to stay, or are staying, in the Republic of Croatia for the purpose of:

- » family reunification,
- » secondary education and studying,
- » scientific research,
- » humanitarian reasons,
- » work, and
- » work as deployed workers.

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<sup>1</sup> See: definition of the Posting of Working Directive (Directive 96/71/EC) and new Enforcement Directive adopted by EU's Council of Ministers on 13 May 2014



You must submit an application for a temporary residence permit to the Croatian diplomatic mission abroad. The application can also be submitted to the police authority/station near your intended place of residence or work, or the place where your employer is based.

**Highly skilled workers from third countries** can submit their applications for a residence and work permit to a Croatian diplomatic mission abroad or to the police authority/station in their place of work/residence. A residence and work permit (“EU Blue Card”) is issued for a period of up to two years.

Ministry of Interior: [mup.hr](http://mup.hr)

Ministry of Foreign Affairs: [mvep.hr](http://mvep.hr)

### Checklist for before and after you arrive in the country

Before arriving in Croatia, we recommend that you find out as much as possible about the country and the living and working conditions. You can do this on the EURES portal <http://ec.europa.eu/eures/> and on national websites such as the HIDRA portal: [www.hidra.hr/hr\\_vodic/opci\\_podaci\\_o\\_republici\\_hrvatskoj](http://www.hidra.hr/hr_vodic/opci_podaci_o_republici_hrvatskoj).

Though a large number of Croatian citizens can speak a foreign language (usually English, although, in some parts, German and Italian are pretty common), it is advisable to have at least a basic knowledge of the Croatian language and a readiness to continue learning. We also recommend that you arrange temporary accommodation before your arrival, even if this is only temporary.

Be sure to bring with you important documents: identification documents (identity card and/or passport), driving licence if you have one, and other official documents that you might need (e.g. birth certificate, marriage certificate, diplomas, certificates). If documents are not multilingual, you can have them translated in your home country or by a court interpreter upon arrival.

Don't forget your **European Health Insurance Card** (available in your country). If you suffer from an illness, or are using prescribed medication, bring your medical records, too.

If you intend to use some of your transferable social security rights (e.g. unemployment benefit), be sure to bring the appropriate **portable documents** (see chapter on *Social security and insurance* below) from the relevant authorities in your home country.

The national currency is the Croatian kuna, and money can be exchanged at the airport and many other currency exchange offices throughout the state. Credit card payment is common in most retail outlets.

You will need a **Personal Identity Number (OIB)** (see: *Registration procedures and residence permits* above) to open a bank account and to register as a user of telecommunications services e.g. to buy/use a mobile phone.

Before starting work, it is necessary to obtain a tax card from the Tax Administration in your place of residence in Croatia. The tax card must be given to the employer at the start of employment.





## JOB SEARCH

### How do I register as a jobseeker?

In order to be registered as a jobseeker with the Croatian Employment Service, you will need a personal identification number (OIB), an address in Croatia and a valid identification document from your home country (an ID card or a passport). If you want to transfer unemployment benefits from your home country, speak to your employment office prior to departure in order to get all necessary information about your rights and obligations, as well as to collect portable document U2, which you will need in order to apply for benefits.

Personal Identification Number: [porezna-uprava.hr](http://porezna-uprava.hr)  
Croatian Employment Service: [hzz.hr](http://hzz.hr)

### How do I find a job?

The Croatian Employment Service and private job search portals are the main source of information about available job vacancies, together with companies' own websites and professional organisation websites, newspapers and professional journals. Jobs in the public sector must be published in the Official Gazette. In smaller communities, vacancies are often advertised on radio stations.

Many large employers use online application forms on their websites to create a database of potential candidates for future vacancies. Small private employers use private channels and recommendations in addition to published advertisements in order to reach the best candidates. It is not unusual for small employers in the catering sector to advertise job openings on their social media pages, asking followers to share the information.

Private agencies for casual and temporary employment provide the opportunity to enrol in their database. A worker signs an employment contract with the agency, which then assigns the worker to perform tasks for an employer with a temporary need for additional staff.

EURES: [eures.europa.eu](http://eures.europa.eu)

Croatian Employment Service portal:  
[burzarada.hzz.hr](http://burzarada.hzz.hr)

Moj posao: [moj-posao.net](http://moj-posao.net)

### How do I apply for a job?

The method of application is outlined in each job advertisement. The CV is composed chronologically and includes personal and contact details (name and surname, date of birth, address, telephone number, e-mail address etc.), formal education, additional skills and work experience, as well as interests and hobbies. It should be typed on a computer in the Croatian language unless otherwise requested, and a photograph is not always necessary. References from former employers are not obligatory but it is good to enclose them if they are available.

For jobs in the public sector, the application must be accompanied by a CV, proof of qualifications and skills (certificates, diploma), a certificate of non-conviction, proof of citizenship and residence and other documents as needed.

Private employers usually require an e-mail application, which must contain a CV and, sometimes, also documents such as diplomas,

certificates of professional examination and others depending on the specifics of the post. Online application through the company's website is sometimes required and other forms of application will not be considered, while some employers, usually smaller employers, allow applications by phone.

Unsolicited applications to employers are generally well accepted. However, it is advisable to accompany your CV and cover letter with evidence of qualifications and skills, as well as references or contact details of persons who can provide them, if any.

The application needs to be adapted to each employer you're addressing, and the CV should highlight the skills or experience relevant for the post being applied for. Contacting an employer in a way different from that stated in the advertisement (e.g. by phone instead of by e-mail, e-mail instead of regular mail, etc.) is generally not acceptable and could affect the outcome of your application.

Before your interview with an employer, you would do well to find out more about their business, the employment structure, the dress code and other aspects that may help make the best possible impression in the interview. Indifference, late arrival and untidy appearance will certainly impact on the interviewer's decision on whether or not to take your candidacy further.









## WORKING IN CROATIA

### What types of contract are possible?

A contract is normally offered for full-time work for an indefinite period. Fixed-term work contracts may be offered because of a temporary increase in the amount of work or to replace absent workers, but only in exceptional cases may such contracts be consecutively run for a period exceeding three years. The probationary period is defined by the contract but cannot last longer than six months. A worker who has entered into a part-time work contract with one employer may enter two or more contracts with several employers up to the full-time total.

Seasonal employment is mostly found in hospitality and tourism (mainly in the Adriatic region), agriculture, commerce and the food industry.

Self-employment is taken to include trade and craft activities, free professions (see below) and agriculture and forestry .

In the case of temporary employment through a recruitment agency, a worker signs a contract with the agency for a definite or indefinite period, and the agency finalises an agreement with the employer in regards to the worker for a period of up to one year. If the agency has agreed a contract of indefinite duration with a worker, it is obliged, in periods when the worker is not working, to pay him or her wages in the amount of the average wage paid to him in the previous three months.

The current legislation is based on work security, but changes are on the way to introduce new forms of work and strengthen the principle of flexicurity.

**An employment contract** must contain all essential conditions and at least information on:

- » the parties and their residence
- » the place of work
- » the job title or a brief list or description of duties
- » the date of commencement of work
- » the expected duration of the contract in the case of fixed-term employment
- » the duration of annual leave or method of determining the duration of annual leave
- » notice periods or the method of determining notice periods
- » the basic salary, salary supplements and salary payment periods
- » the duration of a normal working day or week.

### **What do I do if I'm self-employed?**

You can register your own business as a self-employed activity (trade, free profession, agricultural and forestry activity) or as a company.

**A trade** can be free, licensed or privileged (that is, a trade for which you need a special permission from the Ministry or other competent authority e.g. fishing craft, mining trades, personal protection (bodyguards)). To set up a licensed business, you must have adequate qualifications or a Master's qualification, or employ in these jobs persons who have the requisite qualifications.

**Free professions** include health workers, veterinarians, lawyers, notaries, auditors, engineers, architects, tax consultants, bankruptcy trustees,

interpreters, translators, tourism workers, scientists, writers, inventors, journalists, artists, athletes, etc.

No qualifications or special exams are needed to set up a **trading company**.

Domestic and foreign companies trade under the same conditions, and a foreign investor may establish or participate in the establishment of a company and acquire rights and/or obligations under the same conditions as any domestic investor.

### **How much can I expect in wages?**

The minimum wage is the lowest monthly gross salary to which a worker is entitled for full-time work and it is a right belonging to all workers employed in the Republic of Croatia. The level is set annually and the Central Bureau of Statistics publishes it in the Official Gazette.

The minimum gross wage as of 01.01.2014. in the Republic of Croatia is HRK 3,017.61 (approximately EUR 395.00) a month.

The method of determining wages can be prescribed by collective agreements, work regulations and individual work contracts. An employment contract may offer better, but not less favourable, terms than those stipulated by the collective agreement or work regulations. In any case, the employer must pay the employee an appropriate salary and under the same conditions for both genders.

Salary is paid monthly after the work is completed, and no later than the fifteenth day of the following month, and is usually paid into the worker's bank account.

For difficult working conditions, overtime and night work, and work on Sundays, holidays and other days which the law provides for rest, the worker is entitled to increased pay.

It is a common practice for workers to obtain an annual 0.5% rise for each year of work (usually set down in the collective agreement). Some employers add a transport allowance (non-taxable) to the wage and some also pay a hot meal allowance (included in the salary and taxable).

The employer must give the worker the calculation showing how these amounts are determined within fifteen days of payment of a salary, benefit or severance pay. Contributions from the wages and to the wages are calculated by the employer, and the worker receives a net amount after all the deductions.

Croatian Bureau of Statistics: [dzs.hr](http://dzs.hr)

## **What hours can I expect to work and what leave am I entitled to?**

According to the Labour Act, the maximum workweek is 40 hours. For any work of six or more hours a day, a break of at least 30 minutes is obligatory and must be included in the working time.

The workweek may not exceed six days. However, the number of days that can constitute a workweek is not determined by law, i.e. it is not specified whether a workweek is five days or six.

The maximum daily work time may not exceed 12 hours for all working activities, except seasonal activities which permit a maximum of 14 hours a day.

Where there are justifiable reasons, a worker may work overtime at the employer's request, but not more than eight hours a week, 32 hours per month or 180 hours per year. Overtime is paid at a higher rate or you can have days off instead of a payment.

The daily rest period is at least twelve hours continuously. An exception is made for workers in seasonal jobs, whose daily rest is a continuous period of at least ten hours, and the difference has to be compensated every eight days.

Workers are entitled to a weekly continuous rest period of at least twenty-four hours. It is typically used on Sundays, on the day that precedes it and on the day that follows it.

Employees are eligible for paid annual leave of at least four weeks in a calendar year. Longer annual leave may be determined by a collective agreement, work regulation or a work contract. Public holidays are not included in the duration of the annual leave.



During the calendar year, a worker is entitled to **paid leave** of up to seven days for important personal needs (marriage, spouse's childbirth, severe illness or death of a close family member). An even longer period of paid leave can be set by collective agreement, work regulations or employment rules. An employer can grant a worker's request for unpaid leave, during which time the rights and obligations arising from employment are suspended.

### What happens when my employment contract ends?

**A fixed-term employment contract ends** with the expiry of the agreed period, and under certain conditions can be cancelled before this term. A contract may be terminated by the worker or by the employer or they can draw up an agreement concerning this.

**An agreement to terminate** a work contract must be made in writing, which applies to other forms of employment contract cancellation as well.

The employer must, within fifteen days of the date of termination of employment, return all personal documents to the employee, give him/her a copy of the cancellation of the mandatory pension and health insurance and issue to him/her a certificate of the type of work s/he was performing during their employment. The certificate must not indicate anything that would make it more difficult for the worker to gain a new employment contract.

### What about pensions?

Pensions may be age (early and full) or disability related (due to professional or complete inability to work). Entitlement to an *old age pension* is acquired at the age of 65 and with at least 15 years of pensionable service, and the right to an early retirement pension is acquired when the insured reaches the age of 60 and 35 years of pensionable service.

To be entitled to a *disability pension*, an employee must satisfy the condition of incapacity together with the length of service (at least a third of his/her working life must be pensionable service), which is more closely defined by law. If the disability was caused by a work-related injury or occupational illness, the entitlement to a disability pension is acquired regardless of the length of pensionable service.

Family members of a deceased insured person can obtain a survivor's pension if they meet the prescribed conditions.

Ministry of Labour and Pension System: [mrms.hr](http://mrms.hr)  
Croatian Pension Insurance Institute: [mirovinsko.hr](http://mirovinsko.hr)





# SOCIAL SECURITY AND INSURANCE

## What are Portable Documents?

When searching for employment in an EU Member State other than your own, you, as a citizen of the EU / EEA and Switzerland may transfer certain rights enjoyed in your home country, primarily the right to financial compensation for unemployment and the right to health care.

The method of rights transfer used are portable documents (PD) issued by the relevant bodies in your home country.

The Croatian Employment Service is responsible for coordinating the right to unemployment benefit. PDU forms are used for this purpose. Here are the most important ones:

» PDU1: contains information on the benefit claimant's periods of employment, which serve as the basis for determining the right to a benefit, the level of compensation and the duration of this right.

» PDU2: is used for transferring the right to unemployment-related benefit enjoyed in one Member State when moving to another Member State in order to seek employment.

The right to health care is administered by the Croatian Institute for Health Insurance using the PDS form. For mobile workers, the most important form is PDS1, which allows you to register and use your entitlement to health care in the country where you choose to live even though you have health insurance in your own country.

EU Social Security: [ec.europa.eu/social](http://ec.europa.eu/social)







## LIVING IN CROATIA

### How can I find a place to live?

The most common way of looking for property to rent or purchase is through the media (e.g. web portals, newspapers), but a significant number of specialised agencies also mediate in the renting or purchasing of flats. The commission is usually the amount of one month's rent, and in the purchase of an apartment about 3% of the property price. Also, most landlords ask for a deposit in the amount of one month's rent. Flats for rent are rarely built with that intention, and landlords are generally individuals with a surplus of property which they place on the market to generate income. A one year contract is the most common, but shorter or longer renting periods are also accepted.

Monthly rent, as well as the cost of buying a flat, varies in different parts of Croatia; the prices are the highest in Zagreb being the capital, as well as in Split, Dubrovnik and other tourist centres, while in smaller continental communities you can find much cheaper accommodation. Prices also vary within cities depending on the age of the flat, whether furnished or unfurnished, its location and the amenities nearby. Overhead costs, such as water and electricity, are not usually included in the rent.

For a flat rental, the rental agreement defines the rights and obligations of the parties and the period covered by the contract. The contract must be notarised and the landlord is the taxable party.

For a flat purchase, it is the purchaser who is liable for tax at the rate of 5%. Before buying, it is important to verify that all documentation related to the property is in order, and that the property is registered at the land registry etc. Such services are offered by estate agents and lawyers.

Find a property: [centarnekretnina.net](http://centarnekretnina.net)





## What taxes will I be subject to?

The Republic of Croatia's current tax system determines the state taxes: profit tax, value added tax, special taxes and excise duties. There are also various kinds of county, city or municipality common taxes (on income and real property transfer), as well as taxes on gambling, e.g. on the lottery, betting etc.

The standard VAT rate in Croatia is 25% while, for certain products and services, discount rates of 13% and 5% apply.

Self-employed work is subject to income tax and those earning more than HRK 230,000 per annum must join the VAT system. All companies are subject to profit tax at the rate of 20%.

Income tax is paid at 12%, 25% or 40% on the tax base, depending on the amount of income. There are also pension contributions (20%), health insurance (15%), contributions for employment (1.7%), contributions for occupational injuries (0.5%), and a local tax from 0-18% (depending on the place of residence).

The average monthly salary in Croatia in March 2014 amounted to HRK 7.949 (HRK 5.502 net).

Information on tax exemptions and relief can be found on [ccenterclient.porezna-uprava.hr](http://ccenterclient.porezna-uprava.hr)

## What is the cost of living?

Expenditure on food and beverages (not including alcoholic beverages) accounts for one third of total expenditure in Croatian households and, together with housing costs, they account for more than half the total cost of living. Next come the costs of transport, clothing and footwear.

Food prices vary depending on seasonal changes in supply, point of purchase (market, supermarket or small shop) and special offers. Prices differ significantly in various parts of the country.

Clothing stores have seasonal discounts of 20% to 70%, and recent years have seen a rise in popularity of group buying portals through which products and services can be bought up to 90% cheaper. Shopping centres are open seven days a week, typically from 9.00 to 21.00 hours, while other shops are open from Monday to Saturday, and less frequently on Sundays.

## Average food prices

Bread (loaf, about 700 g): HRK 7-12

Milk (litre): HRK 6-8

Eggs (10): HRK 11-18

Potatoes (kg): HRK 3-5

Apples (kg): HRK 5-10

Pizza in pizzeria: HRK 35-50

Hamburger: HRK 15-35

Petrol prices: [hak.hr/info/cijene-goriva](http://hak.hr/info/cijene-goriva)

Electricity prices:

[hep.hr/ods/en/customers/Tariff.aspx](http://hep.hr/ods/en/customers/Tariff.aspx)



## What health care options are available?

Health care provided by mandatory public health insurance has three levels. Referral for treatment in the nearest contracted hospital to your place of residence is made by the patient's chosen primary care physician (e.g. a GP, a gynaecologist, a dentist or a paediatrician) or a physician from the emergency medical services. In the event of emergency medical intervention, such treatment is possible without a referral. The telephone number of the emergency medical services is 112.

As part of the mandatory health insurance, there is a right to medicines from the basic Croatian Health Insurance Fund (HZZO) reimbursement list. Some medicines must be part paid for by the patient while the cost of other medicines are covered in full. Medicines prescribed by a physician (prescription drugs), as well as over-the-counter medicines, can be purchased in pharmacies.

Citizens of the European Union who are travelling to Croatia, or are for any other reason temporarily staying in Croatia, and have public health insurance in another EU member state, are entitled to use necessary health care by virtue of their European Health Insurance Card.

Croatian Institute for Health Insurance: [hzzo.hr](http://hzzo.hr)  
Ministry of Health: [zdravlje.hr](http://zdravlje.hr)

## What about education?

Preschool education and childcare is available for children aged from six months to elementary school age.

Elementary education lasts eight years and is compulsory for all children resident in the Republic of Croatia regardless of their citizenship, generally from the age of six to the age of fifteen.

Secondary education typically includes the age span from completion of elementary school to adulthood (between 13-15 and 17-19 years of age). Depending on the type of curriculum, secondary schools are called: gymnasiums, vocational schools and art schools. Adult secondary education includes special programmes for acquiring secondary school diplomas or professional degrees, lower professional degrees, retraining programmes and training and development programmes.

Higher education institutions are universities with faculties and academies of arts, polytechnics and colleges. University studies are at three levels: undergraduate, graduate and postgraduate studies.

Ministry of Science, Education and Sports:  
[public.mzos.hr](http://public.mzos.hr)

## How about the cultural and social life?

Croats spend their leisure time in an organised way, in associations and clubs, but also in informal socialising. Weekends are devoted to visits to relatives and friends, or to outings. Residents of the capital can get to the seaside in one and a half hours, while residents of Adriatic Croatia visit

nearby mountain locations. Nights out are a must for the young, both in clubs and bars and at home parties or spontaneous parties outdoors, especially during the summer months.

A wide range of cultural events take place in bigger cities, together with sports events. Summer festivals have become internationally recognised in recent years. In smaller towns, there isn't as much to do in terms of organised activity but even the smallest towns and villages have active choirs, tambura ensembles, vocal groups, carnival associations, volunteer fire departments, etc.

Croatian regional diversity is reflected in leisure time. Social life in rural areas contribute to the preservation of the rich traditional heritage of the Croatian people in costumes, music, customs and competitions in old sports.

The Adriatic coast and islands are distinguished by water sports and traditional games such as boules, while mountaineering and winter sports are more common in continental Croatia. Hunting and angling are equally represented on the coast and inland.

Gastronomy is an important part of Croatian culture and identity. Climatic diversity, a clean environment and historical influences have resulted in a wealth of culinary offerings, from fish dishes along the coast, via spicy specialities in Pannonian Croatia and simple but delicious dishes typical of mountainous regions, to many desserts, wines and home-made brandies.



The Mediterran





The community spirit is most evident in sports. Croatia is particularly proud of its athletes: basketball player Dražen Petrović, the footballer Davor Šuker, the tennis player Goran Ivanišević, the skiers Janica and Ivica Kostelić, and the national waterpolo and handball teams. When national football team plays an important match, everything else becomes less important.

Coffee culture is a typical feature of Croatian life. Bars open their terraces with the first rays of sunshine. With coffee, Croatians socialise, transact business or just silently read the newspapers. Saturday morning coffee in the city centre is typical throughout the whole of Croatia.

Like Croatia: [likecroatia.com](http://likecroatia.com)

## Basic expressions and useful phrases in Croatian language

English	Croatian
Yes	Da
No	Ne
Hi, bye	Bok
Goodbye	Doviđenja
Good day	Dobar dan
Good morning	Dobro jutro
Good evening	Dobra večer
Thanks	Hvala
Come	Dođi
How much / How many	Koliko

See Croatia as it once was **CROATIA**

Source: Croatian National Tourist Board  
Author: Renco Kosinožić

Croatian National Tourist Board

www.croatia.hr

## USEFUL LINKS

### Employment

Croatian Employment Service: [www.hzz.hr](http://www.hzz.hr)  
Public Job search portal: <http://burzarada.hzz.hr>  
Moj posao: [www.moj-posao.net](http://www.moj-posao.net)  
Posao.hr: [www.posao.hr](http://www.posao.hr)  
Adecco: [www.adecco.hr](http://www.adecco.hr)  
Trenkwalder: [www.trenkwalder.com/hr](http://www.trenkwalder.com/hr)  
Selectio: [www.selectio.hr](http://www.selectio.hr)  
Dekra: [www.dekra.hr/hrv](http://www.dekra.hr/hrv)  
EUREAXESS Croatia:  
[www.euraxess.hr/sitegenius/index.php](http://www.euraxess.hr/sitegenius/index.php)  
Information and professional guidance center:  
[www.cisok.hr](http://www.cisok.hr)

### Education and training

Schools portal: [www.skole.hr](http://www.skole.hr)  
Ministry of Science, Education and Sports:  
<http://public.mzos.hr/Default.aspx>  
Education and Training Agency: [www.azoo.hr](http://www.azoo.hr)  
Agency for Vocational Training and Adult Education:  
[www.asoo.hr](http://www.asoo.hr)  
Agency for Science and Higher Education Croatia:  
[www.azvo.hr/index.php/hr/](http://www.azvo.hr/index.php/hr/)  
Study in Croatia: [www.studyincroatia.hr](http://www.studyincroatia.hr)

### Customs and tax

Customs Administration:  
[www.carina.hr/Pocetna/index2.aspx](http://www.carina.hr/Pocetna/index2.aspx)  
Tax Administration:  
[www.porezna-uprava.hr/Stranice/Naslovnica.aspx](http://www.porezna-uprava.hr/Stranice/Naslovnica.aspx)

### Social partners' organisations

Croatian Employers' Association: [www.hup.hr](http://www.hup.hr)  
Union of Autonomous Trade Unions of Croatia:  
[www.sssh.hr/hr](http://www.sssh.hr/hr)  
Croatian Independent Trade Unions: [www.nhs.hr](http://www.nhs.hr)  
Croatian Trade Unions: [www.matica-sindikata.hr](http://www.matica-sindikata.hr)  
Croatian Association of Workers Trade Unions:  
[www.hus.hr](http://www.hus.hr)  
Workers Trade Union Association of Croatia: [www.ursh.hr](http://www.ursh.hr)  
Croatian Chamber of Economy: [www.hgk.hr](http://www.hgk.hr)  
Croatian Chamber of Trades and Crafts: [www.hok.hr](http://www.hok.hr)

### Organisations of social and related interests

Croatian Red Cross: [www.hck.hr/hr](http://www.hck.hr/hr)  
Office for Human Rights and National Minorities Rights:  
[www.uljppnm.vlada.hr](http://www.uljppnm.vlada.hr)  
Ombudsman: [www.ombudsman.hr](http://www.ombudsman.hr)  
Ombudsman for Children: [www.dijete.hr](http://www.dijete.hr)  
Ombudswoman for Persons with Disabilities:  
[www.posi.hr](http://www.posi.hr)  
Ombudswoman for Gender Equality: [www.prs.hr](http://www.prs.hr)  
Volunteer Centres:  
[www.volontiram-hrvatska.hr/volonterski-centri](http://www.volontiram-hrvatska.hr/volonterski-centri)  
Human Rights House: [www.kucaljudskihprava.hr](http://www.kucaljudskihprava.hr)

### International organisations

UNDP: [www.hr.undp.org/content/croatia/hr/home/](http://www.hr.undp.org/content/croatia/hr/home/)  
UNHCR: [www.unhcr.hr](http://www.unhcr.hr)  
UNICEF: [www.unicef.hr](http://www.unicef.hr)  
IOM: [www.iom.int/cms/en/sites/iom/home.html](http://www.iom.int/cms/en/sites/iom/home.html)

## Press

Jutarnji list: [www.jutarnji.hr](http://www.jutarnji.hr)

Večernji list: [www.vecernji.hr](http://www.vecernji.hr)

Novi list: [www.novolist.hr](http://www.novolist.hr)

Slobodna Dalmacija: [www.slobodnadalmacija.hr](http://www.slobodnadalmacija.hr)

Glas Slavonije: [www.glas-slavonije.hr](http://www.glas-slavonije.hr)

## Public services, health and social affairs

Croatian Bureau of Statistics: [www.dzs.hr](http://www.dzs.hr)

Croatian Institute for Pension Insurance:  
[www.mirovinsko.hr](http://www.mirovinsko.hr)

Ministry of Social Policy and Youth: [www.mspm.hr](http://www.mspm.hr)

Ministry of Labor and Pension System: [www.mrms.hr](http://www.mrms.hr)

Croatian Health Insurance Institute: [www.hzzo.hr](http://www.hzzo.hr)

Ministry of Health: [www.zdravlje.hr](http://www.zdravlje.hr)

## Other organisations

Agency for Mobility and EU Programmes:

[www.mobilnost.hr](http://www.mobilnost.hr)

ENIC-NARIC: [www.enic-naric.net/index.aspx?c=Croatia](http://www.enic-naric.net/index.aspx?c=Croatia)

## European web services, institutions, networks and bodies

EURES: <https://ec.europa.eu/eures/page/index>

EUROPASS: <http://europass.cedefop.europa.eu/hr/home>

EUROPE Direct: [http://europa.eu/europedirect/index\\_hr.htm](http://europa.eu/europedirect/index_hr.htm)

SOLVIT: <http://ec.europa.eu/solvit/site/centres/addresses/index.htm#croatia>

Enterprise EUROPE Network: [www.een.hr](http://www.een.hr)

Representation of the European Commission in Croatia: [http://ec.europa.eu/croatia/index\\_hr.htm](http://ec.europa.eu/croatia/index_hr.htm)

European Parliament-Information Office:  
[www.europarl.hr](http://www.europarl.hr)







## GLOSSARY

### Collective agreements

The contract entered into between an employer or group of employers and a union(s) that is negotiating on behalf of all of the employees that the union(s) represents. In a business context, a collective agreement typically includes any wages, hours, benefits, rules or working conditions that have been mutually agreed upon.

### European Health Insurance Card (EHIC)

A free card that gives you access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Lichtenstein, Norway and Switzerland, under the same conditions and at the same cost (free in some countries) as people insured in that country. Cards are issued by your national health insurance provider. For more, visit <http://ec.europa.eu/social/main.jsp?catId=559>

### Free professions

In relation to self-employment. Professions including health workers, veterinarians, lawyers, notaries, auditors, engineers, architects, tax consultants, bankruptcy trustees, interpreters, translators, tourism workers, scientists, writers, inventors, journalists, artists, athletes, etc.

### Personal Identification Number (OIB)

A unique, compulsory identifier used in the whole Croatian public administration system assigned by the Ministry of Finance - Tax Administration.

## Portable Documents

Portable documents are issued by the relevant social security institutions in your home country upon your request. Each document is about an individual person (possibly including family members) and contains their name(s) and other identifiers. It is recommended to request portable documents before leaving. However, if you don't, the institution in the country that you are moving to will obtain the necessary data directly from the institution where you are insured.

## Posted Worker

A person who, for a limited period of time, carries out his or her work in the territory of an EU Member State other than the State in which he or she normally works. For official definition see: the Posting of Working Directive (Directive 96/71/EC) and new Enforcement Directive adopted by EU's Council of Ministers on 13 May 2014.

## Privileged

In relation to a trade (see below) and self-employment, a privileged trade is one for which you need special permission from a Ministry or other competent authority, for example, fishing craft, mining trades, personal protection (bodyguards) etc.

## A trade

In relation to self-employment, a trade can be free, licensed or privileged. To set up a licensed business, you must have adequate qualifications or a Master's qualification, or employ in these jobs persons who have the requisite qualifications.

## Transitional measures / period

The application of restrictions by EU member countries on the free movement of workers from new EU Member States for a transitional period of up to seven years after they join the EU. Individual governments of the countries that were already part of the EU can decide themselves whether they want to apply restrictions to workers from these countries, and what kind of restrictions.

## Work regulations

A company's internal rules regulating working conditions applicable to all employees. Work regulations sit between collective agreements and individual work contracts. If there is a work regulation, an individual work contract needs to be in line with work regulations (if one exists), and both need to be in line with collective agreements (if one exists).





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