



The State Civil Service System in the Russian Federation, The Activities of Personnel Units, Entry into the State Civil Service System, The System of Personnel Training. Use of Russian Experience in Improving the State Civil Service System in Uzbekistan

Jumaev Zafar Ikromiddinovich ¹, Mukhsinova Fotima Anvarovna ²

¹ Head of the Bukhara regional branch of the State Service Development Agency under the President of the Republic of Uzbekistan

² Inspector of the Bukhara regional branch of the State Service Development Agency under the President of the Republic of Uzbekistan

Abstract: The article discusses the state civil service system in the Russian Federation, the selection of personnel, their qualification, classification, as well as proposals for the improvement of the state civil service system in Uzbekistan from the Russian experience. The topic of the research is the study of the methodological foundations and scientific achievements of the selection of employees on the example of a civil servant. Research methods are based on the Russian model: methods such as classification, analysis and synthesis are used. The practical significance of the research is the Russian experience in improving personnel selection and recommendations for introducing some of its aspects into the personnel selection system in Uzbekistan. The scientific novelty of the research is the selection of the most suitable candidates for the public service system through open independent contests, improvement of the existing system and continuous development of the system.

Key words: competence, powers, model, staff, selection, specialists.

In the Russian Federation, the system of selection of personnel for the State Service, their evaluation and training is long and effective, organized in a unique way. There are some similarities and differences between the system in this country and the systems in other countries. In the Russian Federation, as in other state systems, human resources, their selection and development are considered as an important part of State development.

In accordance with the Federal Law No. 79-Φ3 of July 27, 2004 "On the Civil Service of the Russian Federation", in order to ensure the constitutional right of the citizens of the Russian Federation to equal use of the civil service, it is established that civil servants occupy vacant positions on the basis of competition.

On the basis of the Decree of the President of the Russian Federation dated February 1, 2005 No. 112 "On the competition for filling a vacant position in the civil service of the Russian Federation" and the Regulation approved by the decree, the procedure for holding a competition for filling a vacant position in the state civil service system is established.

In accordance with this Regulation, positions to be appointed on the basis of competition and without competition (appointment, agreement) are defined.

According to the regulations, elections are announced by the decision of the head of the state body exercising the powers of the employer or the representative of the designated head. Competitions will be held in two stages. In the first stage, an official announcement of the competition will be made on the official website of the state organization. In this, the name of the vacant position, qualification requirements, conditions for transfer to the position, the procedure for conducting the competition and other information are provided. Citizens who express their desire to participate in the contest send the application and other required documents to the official mail of the state body where the contest was announced. The provided information is determined by the person in charge of personnel of the relevant organization for their accuracy and compliance with the specified qualification requirements. Documents for the competition are accepted within 21 days from the day of the announcement of the competition.

The decision on the date, place and time of the second stage of the competition will be determined by the employer's representative after checking the accuracy of the information provided by the applicants for the vacant civil service position. Candidates' right to access information constituting state and other secrets protected by law is also checked.

After studying all the relevant documents, the representative of the employer will inform the candidates about the next stage of the competition. Candidates will be notified at least 15 days in advance about the second stage of the competition.

In the second stage of the competition, the selection commission evaluates the candidates based on their education, civil or other civil service work, as well as professional and personal qualities of the candidates. Candidates can also be assessed at this stage based on individual interviews, group discussions, essay writing and tests.

Special attention is paid to the composition of the commission in order to ensure the impartiality of this competition and prevent controversial situations. The selection commission includes the head of the employing organization and (or) his representative, the organization's human resources officer, legal service officer, civil service representative of the federal state body, as well as independent experts of research and educational institutions invited by the employing organization, as well as public representatives. Public representatives are selected from public representatives established in the Russian Federation on the basis of the Law on "Public Chamber of the Russian Federation" or public representatives established in the system of executive power. Public representatives and experts should make up at least a quarter of the members of the general commission. The members of the commission express their attitude to the candidate by voting.

Information on the results of the competition will be delivered to the candidates within 7 days after the end of the competition.

Based on the above experiences, the following suggestions are made.

In the Russian Federation, there is a special responsibility of the personnel department of the organization in the matter of personnel. Human resources departments are responsible for finding and attracting the most suitable personnel for the organization, improving their knowledge and skills.

In the system of the Russian Federation, the impartiality of the commission formed in the conduct of the contests (involvement of experts and public representatives, their share in the commission should be at least 25 percent), as well as the evaluation system of candidates' information, previous work, their questionnaire, and personal qualities at the initial stage of the contest as an example in the state civil service system in Uzbekistan can be used. At the same time, attention is paid to the candidate's participation in training courses and his results.

In the current situation in Uzbekistan, it is possible to see a situation where the candidate's knowledge is determined twice, that is, if a test is taken to determine the knowledge in the 2nd stage, the questions asked in the next interview stage are again focused on the level of knowledge. In

general, there are some differences in the system of conducting competitions in the Russian Federation and Uzbekistan

The table below shows some of the differences between the selection system in Uzbekistan and the Russian Federation.

(Figure 1)

Distinct features in the conduct of elections		
	Uzbekistan	Russia
Selection stages	3 stages	2 stages
Acceptance of documents to do	10 days	21 days
Informing candidates about the next stage of the competition	1 day ago	15 days ago
The total duration of the competition	23 days	45-50 days
Composition of the selection committee	It is selected from among the employees of the organization	It will consist of government officials, independent experts and public representatives

From these experiences, the interview process, which is used in the Russian experience in improving the state civil service system in Uzbekistan, is focused on determining the candidate's professional knowledge and competencies, that is, the main 6 personal and professional competencies: leadership, management decision-making, teamwork, systematic thinking, readiness for changes, and personal effectiveness. It is necessary to evaluate. To do this, 5 questions will be asked to the candidate in the RANDOM method, and 2 (40%) of them will be focused on determining professional knowledge and 3 (60%) on competences. It should be said that this situation is currently being used as a test in the Bukhara regional branch of the State Service Development Agency under the President of the Republic of Uzbekistan.

It is also recommended to introduce the study of candidates' right to use (access) information constituting state and other secrets protected by law, at the initial stage of the competition.

In the practice of Uzbekistan, it is also possible to give an answer clearly stating the reasons why the candidates did not pass the initial stage of the competition.

In the Russian Federation, it is established that elections are held only if at least two candidates participate, and in Uzbekistan, it is recommended to further strengthen this norm.

Also, when working with reserve personnel, the personal and professional qualities of each of the candidates included in the reserve are individually evaluated based on the methodology developed by the Faculty of Management Personnel Evaluation and Development of the RANKiGS Academy of VShKU in Russia. It is proposed to introduce this personnel evaluation system and methodology in Uzbekistan. The main goal of this is to determine the potential of each staff and develop specific plans for its improvement.

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