

## Instructions for the preparation of the presentation essay

The presentation essay should be drawn up on not more than two pages providing reference competences substantiating the candidacy of the client for the Nova KBM d.d. Supervisory Board. The candidate should follow the key criteria, determined as selection criteria.

The presentation essay should therefore **state reasons for the candidacy by the following criteria:**

*Formal and informal education:*

As candidates with additional training in their professional field and those who broaden their competencies to complementary areas (continuous training in supervisory, financial, audit, accounting, legal, personnel, managerial knowledge) shall have advantage, they should state such training in their motivation letter;

*Knowledge and experience:*

- by stating concrete references, the candidate should present in short their complete business knowledge and relevant professional knowledge that will assist them in efficient supervisory role, as the supervisory role is not the same as the one of a manager (the management adopts decisions, supervisors monitor and supervise them);
- the candidate should describe his past roles as strategic advisor, facilitator and expert in their own field;
- the references should also provide information on any international and/or multicultural experience affirming the individual's professional and business breadth.

*Professional references and supervisory competencies:*

- the references and the past work should give an overview of the knowledge of business models and processes, the knowledge of the supervisor's role in the professional sense and the professional knowledge which would be an added value to the supervisory board,
- the references should show the ability of efficient communication, negotiating skills and team work.

*Other competencies to be described by the candidate in the motivation letter:*

- communication and negotiating skills, team work
- business reputation and moral integrity,
- willingness for intensive work during the term of office,
- ability for objective resolution of conflict of interest with regard to their professional activity.