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RATIO BETWEEN COMPETENCE AND RESPONSIBILITY OF THE EMPLOYEES FROM THE DEPARTMENT OF EDUCATION AND SCIENCE IN ZRSA

The urgency of the problem is determined by the need for a substantial restructuring of education management system and general education institutions in particular, the search for new open and democratic management models, and broad involvement of the public into educational and managerial process. The purpose of the work is to determine the ratio between competence and responsibility of the employees from the Department of Education and Science in Zaporizhzhia Regional State Administration ZRSA.

The object of the research is work organization in the Department of Education and Science in ZRSA. The subject of the research is theoretical and practical methods of the ratio between employees' powers and responsibility during performing tasks. Competence is a set of mission subjects, tasks, powers, rights and responsibilities of a public authority or an official determined by law [1, p. 11]. Responsibility is the duty to perform tasks and ensure their satisfactory solution. Its essence lies in the obligations stemming from the delegation of tasks and powers. These obligations are imposed on higher managers, that is, those who assign tasks and empower them. Responsibility cannot be transferred to other persons and in this way got rid of [2, p. 150].

The Department of Education and Science in ZRSA includes the following departments: Management of pre-school, general secondary, extra-curricular, vocational and higher education; Department of pre-school, general secondary and vocational education; Department of extracurricular, higher education and boarding schools; Department for the coordination of activities of educational institutions and analytical, planning, economic, personnel work; Department of planned-economic work, financial and documentary support; Department of personnel work and coordination of activities of educational institutions. All departments are subordinate to the Director of the Department and Heads of the Department (Table 1-2).

Table 1 - The Competencies and Responsibility of Director of the Department of Education and Science in ZRSA

Competencies	Responsibility
Manages the Department. Provides for approval to the chairman of the regional state administration the Position about the Department, its structure; approves the Position about structural units of the Department. Approves the job descriptions of employees from the Department and distributes duties between them. May be a member of the regional state administration board, the Ministry of Education and Science of Ukraine. Issues orders within his authority, organizes control over their implementation. Appoints and dismisses, in the manner prescribed by the legislation on civil service, civil servants of the Department, assigns ranks of public servants, encourages and brings to disciplinary responsibility.	1. Bears personal responsibility for the organization and results of the Department. 2. Is responsible for the implementation of the tasks entrusted to the Department for the implementation of state policy in the field of education, scientific, scientific and technical innovation, technology transfer, intellectual property.

Table 2 - The Competencies and Responsibility of Heads of the Department of Education and Science in ZRSA

Competencies	Responsibility
Manage the activities of their department, ensure the implementation of tasks assigned to their department. Distribute duties between employees, lead and control their work. Take measures to improve the organization and improve the efficiency of the departments. Carry out the personnel selection. Organize work to improve the professional competence of the department civil servants.	Are responsible in accordance with applicable law for: 1. The level of implementation of educational programs, events, management decisions in accordance with the requirements of current legislation. 2. Disciplinary responsibility defined by labor law. 3. Poor-quality or untimely fulfillment of official tasks and duties, inaction or non-use of the rights granted to him. 4. Violation of the General rules of conduct of a public servant.

Employees from the Department of Education and Science in Zaporizhzhia Regional State Administration while performing their official duties act within the limits of authority determined by law and in accordance with official instructions. They conscientiously perform their duties, comply with the requirements of legislation in the field of preventing and combating corruption, and also constantly improve their professional competence. Over the past five years, there have been no cases of dismissal because of neglecting official duties by employees.

Thus, the ability to take responsibility is an important element of readiness to fulfill their competencies. Employees from the Department of Education and Science in Zaporizhzhia Regional State Administration belong to the category of citizens holding responsible and especially responsible position, and therefore the accompanying attribute of competence (which is equally important) in this case is their responsibility as a guarantee of the fulfillment of their powers in the face of the state and its citizens.

LITERATURE

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