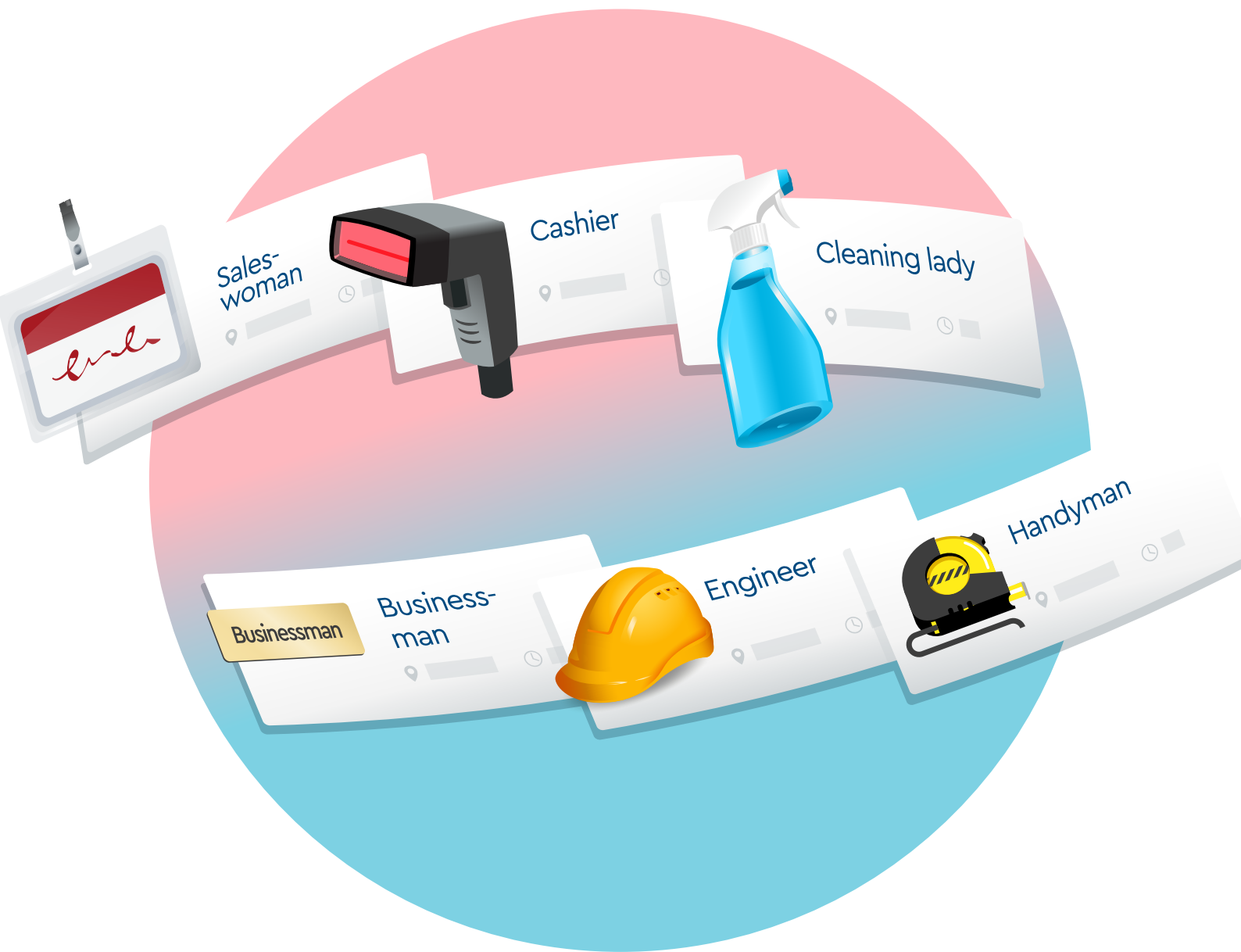


# Gender-based discrimination in job vacancies



April 2023

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## Executive Summary

Women in Kosovo encounter various problems in the labor market. Essentially, these problems concern the traditional division of professions ("male" and "female"), up to including the discriminatory language used in job advertisements. Very often, the choices made by employers promote gender segregation and gender stereotypes<sup>1</sup>. In an earlier analysis of 2017, GAP Institute supports this state of affairs by providing examples of how job advertisements (in public and private sectors) contain discriminatory elements on the titles of their job vacancies. Gender-based discrimination<sup>2</sup> in job titles and job descriptions refers to gendered wording or to (un)conscious bias in the recruitment process, where the job description either specifies the candidate's preferred gender or reflects the stereotypes regarding men and women in the workplace. Such job descriptions, in addition to leading to discriminatory practices, depriving one or the other gender of the right to apply, are also prohibited by law in Kosovo.

This report demonstrates the results of the analysis by GAP Institute, of 6,225 job vacancies published on the "Kosovajob" platform during 2022 and another 1,357 job vacancies published on the "Superpuna" platform. The latter was launched by the Ministry of Finance, Labor and Transfers in February 2023. Below we provide some of the key findings:

- Based on an analysis of 6,225 titles published on the "Kosovajob" platform during the year 2022, 59% contain gender stereotypes, of which 73% are written in masculine-coded language and 27% are in feminine-coded language.
- Sectors which employ more women are: administration, education and health, and those which employ more men are: trade and economy, electronics and energy, research and development, engineering and construction, maintenance and insurance.
- Of the 1,357 titles published on the "Superpuna" platform, 79% contain gender-coded stereotypes: 74% are male-coded stereotypes and 26% are female-coded.
- As for the "Superpuna" platform, the average salary for jobs which contain male-coded stereotypes is 391,5 euros and for female-coded stereotypes is 336,3 euros. And 412,6 euros is the average salary for jobs with no gender-coded stereotypes.

This analysis concludes that the current legal provisions are insufficient to ensure gender equality in the labor market and recommends stricter measures to prevent gender discrimination in employment.

1 Gender stereotypes – a generalized set of traits and characteristics attributed to a gender that create arbitrary expectations that they are representatives of all persons who may belong to an identity and that their behaviors will be consistent with these features. Source: Kosovo Center for Gender Studies. Key concepts in the field of gender studies, 2021.

2 Gender discrimination – means prejudice, different treatment, restriction or denial of human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field precisely because of gender. Gender discrimination means all norms and harmful practices which are based on ideas built around the role and position that any gender has in a certain time and place and which hinders the realization of full human rights and freedoms. Source: Kosovo Center for Gender Studies. Key concepts in the field of gender studies, 2021.

## Introduction

In recent years, the norms and restrictions which help reduce gender stereotyping in the workplace have been progressively reduced<sup>3</sup>. However, men and women still carry out separate occupations according to traditional gender roles (for example: women work more in the care sector)<sup>4</sup>. Therefore, it is difficult to determine how much of the remaining gender division in a modern labor market is due to employers' discriminatory preferences as opposed to differences in ability, especially when employers are prohibited to overtly express their gender preferences in recruitment.

Gender-based discrimination in job titles and job descriptions occurs when job advertisements contain sentences and expressions which suggest a preference for one gender, or reflect cultural stereotypes regarding men and women in the workplace. This practice is unacceptable, as it causes discriminatory practices by depriving one gender of the right to apply for a job. Moreover, this type of practice is legally prohibited.

If the announcement of a job vacancy is to be considered the starting point for the establishment of the employment relationship, then a barrier has been placed on many people capable of employment. Such a barrier is to restrict them even in their right of employment. Gendered job titles contribute to gender segregation in the workplace and limited employment opportunities for women<sup>5</sup>. In grammatically gendered languages (such as Albanian language), the masculine generalization remains quite widespread, especially in job vacancies which are often announced in masculine gender forms – especially if they are related to leadership roles<sup>6</sup>. As a consequence, women are reluctant to apply for such positions.

Very often, job titles have often been written in such a way as to categorize a particular job by gender. Women are less likely to apply for jobs labeled for men and men are less likely to apply for jobs labeled for women<sup>7</sup>. When advertisements are written in gender-neutral language, findings show that both men and women are significantly more likely to seek non-traditional jobs<sup>8</sup>. For more, author Bohnet shows how a group of researchers analyzed job advertisements in Canada to understand whether the use of words associated with gender role stereotypes such as competence for men or politeness for women affects how job seekers see these vacancies. The analysis was focused on sectors overrepresented by men such as plumbers, electricians, mechanics, engineers, security guards, etc., where men comprised between 74% and 99% of positions. The analysis was carried also on sectors overrepresented by women: administrative assistants, early-childhood educators, registered nurses, accountants and human resources professionals. In such sectors, women occupy between 71% and 97% of positions.

3 Following the Council of Europe Convention on Preventing and Combating Violence against Women and Domestic Violence (CETS No. 210, Istanbul Convention), as well as the United Nations Convention on the Elimination of All Forms of Discrimination against Women (CEDAW). Source: Council of Europe. Recommendation KM/Rek(2019) 1 "Prevention and fight against sexism", approved by the Ministerial Committee of the Council of Europe, 27 March 2019, <https://bit.ly/3ZjcOTR>.

4 GNK Gender-based discrimination and employment in the Western Balkans, 2022. Source: <https://bit.ly/40HyxWJ>

5 Layton, C. and Gatenby, M. The Impact of Gendered Job Titles on Employment Opportunities for Women.

6 Criado Perez, C. Invisible Women, 2019.

7 Bohnet, I. What works: Gender Equality by Design, 2016.

8 Ibid.

According to an analysis by the World Economic Forum, countries with flexible gender languages, which have strong ideas about "masculine" and "feminine" are the most unequal countries in terms of gender<sup>9</sup>. Stereotypical job titles can also affect how women are perceived by others in the workplace. Another study found that women who held job positions typically associated with men, such as "manager" or "chief executive," were often viewed as neutral and less competent than women in positions with more gender-neutral titles<sup>10</sup>.

Since the moment of a vacancy announcement, employers' approach to recruitment often promotes segregation and gender stereotyping. Among them is an analysis of GAP Institute in 2017 where examples were given to illustrate how many advertisements (in private and public sectors) contain gender discriminatory elements in the job titles. The analysis of GAP Institute proved that gender-related discriminatory elements in advertisements discourage people from applying for those positions in which they feel discriminated. According to the findings, vacancies for high positions in public institutions contain male language stereotypes, while for lower positions, female language stereotypes. This language is even more discriminatory for positions in the private sector. For example, positions such as assistant, saleswoman, receptionist, maintenance, require women, while manager, executive director, engineer, require mainly men.

Research findings of GAP Institute show that job vacancies in male-dominated sectors contain more words associated with male stereotypes, such as "leader", "challenger", "competitive", "dominant", while in sectors dominated by women, the vacancies contained words associated with feminine stereotypes such as "communication", "cooperation", "understanding", "modesty"<sup>11</sup>.

To see if any changes occurred five years after the analysis, GAP Institute has considered public announcements (of private and public sectors) for job vacancies from January 1, 2022 to December 31, 2022 on the "Kosovajob" platform<sup>12</sup>, analyzed them from a gender-discrimination point of view. GAP has also analyzed the content of the "Superpuna" platform created by the Ministry of Finance, Labor and Transfers in February, as well as the job vacancies published on this platform between February 3 and 24, 2023, to see if there are elements of gender discrimination. In addition to the language used in the announcement, the analysis was carried over to the sectors which employ more men than women.

9 Prewitt-Freilino, Caswell and Laakso. The Gendering of Language: A Comparison of Gender Equality in Countries with Gendered, Natural Gender, and Genderless Languages [ The Gendering of Language: A Comparison of Gender Equality in Countries with Gendered, Natural Gender, and Genderless Languages ], 2012.

10 Madeline E. Heilman, Elizabeth J. Wallen, Daniella Fuchs, and Melinda M. Tamkins. Gender Stereotyping of Occupations: Results from a Meta-analysis, 2021.

11 GAP Institute, Labor Market Discrimination: The Impact of Competitions on Gender Inequality, 2017. Source: <https://bit.ly/3ZePerY>

12 The "Kosovajob" platform publishes job vacancies as requested by clients/employers and does not edit or analyze them. The content of job vacancies is not the responsibility of "Kosovajob".

## The legal basis in Kosovo against discrimination in employment through job titles and descriptions

The law on gender equality obliges employers in all sectors to avoid gender-related discriminatory elements in the announcements of job vacancies.<sup>13</sup> This law entered into force in June 2015, but even with the old law approved in 2007, it was forbidden for advertisements to contain gender discriminatory words or expressions.<sup>14</sup> In addition, the Law on Protection from Discrimination obliges all institutions not to violate human rights in some areas of life, especially in "the conditions for access to employment, self-employment and employment in the profession, including employment conditions, selection criteria , regardless of activity at all levels of the professional hierarchy..."<sup>15</sup>.

Moreover, the Kosovo Program for Gender Equality 2020–2024 calls for gender inclusion in public announcements of job vacancies and throughout the recruitment procedure, based on the research of GAP in 2017<sup>16</sup>. However, this program does not envisage any concrete actions on how this problem should be dealt with, except that it envisages the raising of capacities for monitoring the implementation of the Law on Gender Equality.

## Overview of the labor market in Kosovo and titles of vacancy announcement

The employment rate in Kosovo continues to remain low. This rate is even among women, youth other marginalized groups. According to the Statistics Agency of Kosovo (ASK), the employment rate for 2021 was 31.3%<sup>17</sup>. The highest employment for men is 45.9%, and for women 16.5%. Over half of employed women (51.8%) work in the education, trade (economy) and health care sectors. Men are mainly employed (41.8%) in the trade, construction and production sectors<sup>18</sup>. Furthermore, the inactive labor force is (very) high: at 60.7%. Of which, 78.0% are women and 43.4% men<sup>19</sup>. Since informal employment is widespread in the labor market in Kosovo, women tend to be overrepresented in certain types of vulnerable jobs<sup>20</sup>.

To see if this also applies to the labor market in Kosovo, GAP has analyzed nearly seven thousand titles of job vacancies on the "Kosovajob" platform from January 1, 2022 to December 31, 2022. Of the 6,225 titles analyzed<sup>21</sup>, 3,693 (59%) contain gender stereotypes. Of the latter, 2,682 (73%) are written in male-coded language (for example: "worker", "director", "manager"), and 1,011 (27%) of them are written in female-coded language (for example: "assistant", "saleswoman", "educator"). Some examples are shown in Table 1.

<sup>13</sup> Gazette of the Republic of Kosovo. Law no. 05/L-020 on gender equality, article 17, point 1. Source: <https://bit.ly/3ZMA0uv>

<sup>14</sup> Official Gazette of the Republic of Kosovo. Law no. 2004/2 on gender equality, article 12, point 3.

Source: <https://bit.ly/3y2my9Q>

<sup>15</sup> Official Gazette of the Republic of Kosovo. Law no. 05/l -021 on protection against discrimination, article 2, point 1.1.

Source: <https://bit.ly/41CkfHY>.

<sup>16</sup> Agency for Gender Equality . Kosovo Program for Gender Equality 2020–2024, page 25. Source: <https://bit.ly/3YeMmKk>

<sup>17</sup> Kosovo Statistics Agency. Labor Force Survey (LFS), 2021. Source: <https://bit.ly/3Zza856>

<sup>18</sup> Ibid.

<sup>19</sup> Ibid.

<sup>20</sup> Kosovo Women's Network. Gender-based discrimination and employment in Kosovo, 2022. Source: <https://bit.ly/3YeEs3G>

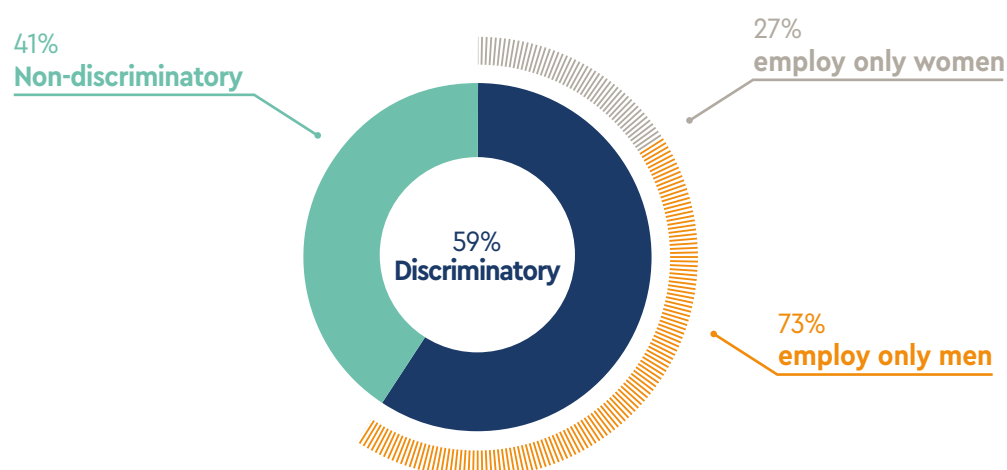
<sup>21</sup> [www.kosovajob.com](http://www.kosovajob.com) is a platform for publishing job vacancies.

**Table 1.** Examples of coding titles in job advertisements

Title of the vacancy	Gender coding
Intern at a Call Center	Non-discriminatory
Administrative worker	Discriminatory with women-coded gender stereotypes
Gypsum Tile Worker – Knauf (3)	Discriminatory with men-coded gender stereotypes
Network and Metering Officer	Non-discriminatory
Saleswoman	Discriminatory with women-coded gender stereotypes
Sales manager	Discriminatory with men-coded gender stereotypes

Source: Public advertisement for job vacancies on online platforms

The headlines presented in Figure 1 as non-discriminatory are the headlines that target both sexes, women and men. The relevant examples are shown in Table 1.

**Figure 1.** The percentage of job titles (that contain gender stereotypes) published on the "Kosovajob".

The job titles written in English (1,691) are not included in the analysis. This is because it is not known whether these titles would have discriminatory motives if written in Albanian. English does not have the same degree of gender inflection<sup>22</sup>, compared to Albanian. Therefore, the masculine generalization is quite limited in English.

The vacancy announcements are divided into different economic sectors according to their activity. According to the data in table 2, sectors that employ more men are: architecture, engineering and construction, electronics and energy, logistics and transport, manufacturing and processing, and maintenance and insurance. Women are mostly employed in administration, which includes office work, reception, or positions such as "administrative cashier", and economy and finance, a division of activity also including the sales sector.

22 Criado Perez, C. Invisible Women, 2019.

**Table 2.** The number of titles containing gender stereotypes, according to economic activity.

	Discriminatory		Total	Non discriminating	Total
	Looking for men only	Looking for women only			
Administration	133 (59%)	92 (41%)	225 (52%)	208 (48%)	433
Architecture, engineering and construction	105 (86%)	17 (14%)	122 (57.5%)	90 (42.5%)	212
Education	18 (44%)	23 (56%)	41 (34%)	79 (66%)	120
Economics and finance	454 (54%)	383 (46%)	837 (60%)	544 (40%)	1,381
Electronics and energy	46 (100%)	0	46 (98%)	1 (2%)	47
Hotel Trade and gastronomy	342 (54.5%)	286 (43.5%)	628 (51%)	611 (49%)	1,239
Research and development	19 (100%)	0	19 (53%)	17 (47%)	36
Law	45 (98%)	1 (2%)	46 (50.5%)	45 (49.5%)	91
Logistics and transport	637 (96%)	24 (4%)	661 (58%)	479 (42%)	1,140
Media	41 (93%)	3 (7%)	44 (45%)	53 (55%)	97
Business and management	163 (94%)	11 (6%)	174 (50%)	174 (50%)	348
Maintenance and insurance	109 (58%)	79 (42%)	188 (95.5%)	9 (4.5%)	197
Production and processing	279 (96.5%)	10 (3.5%)	289 (95%)	15 (5%)	304
Health	39 (57%)	29 (43%)	68 (40%)	103 (60%)	171
Information technology	87 (100%)	0	87 (64%)	49 (36%)	136
Crafts	72 (76.5%)	22 (23.5%)	94 (98%)	2 (2%)	96
Other categories	59 (68.5%)	27 (31.5%)	86 (87%)	11 (13%)	97
Not applicable	34 (89.5%)	4 (10.5%)	38 (47.5%)	42 (52.5%)	80
<b>Total</b>	<b>2682 (72.5%)</b>	<b>1011 (27.5%)</b>	<b>3693 (59%)</b>	<b>2532 (41%)</b>	<b>6,225</b>

Source: Kosovajob.com, 2022

After the analysis of the job titles, GAP identified 57 leadership positions, of which 36 (63%) contain gender stereotypes for men, only one contains gender stereotypes for women and 20 (35%) target both men and women. A similar trend coincides with vacancies for practical work. Out of 190 advertisements for practical work, 110 (58%) are calls for male interns, 10 (5%) for female interns, and 70 (37%) for both.



## The platform “Superpuna”

On February 6, 2023, the Ministry of Finance, Labor, and Transfers launched the “Superpuna” platform <sup>23</sup>, a platform which offers employment opportunities for young men and women, and subsidy of salary for mediated employee(s) in businesses. The platform itself is not created in harmony with the Law on Gender Equality. Rather than using *punëdhënësi/ja* (“male employer” and “female employer”), *punëkërkuksi/ja* (“male job seeker” and “female job seeker”), only variants inflected for masculine gender are used instead: *punëdhënësi* “male employer” and *punëkërkuksi* “male job seeker”. Moreover, the sentence *punëdhënësi nuk duhet të jetë i punësuar...* “the male employer should not be employed” indicates that only a male employer is required since the masculine is encoded (in the case at hand) in the postposed definite article of *punëdhënësi* and the agreement marker *i* of the adjective *i punësuar* “employed”. Such cases clearly indicate the desired gender and as a consequence produce the stereotype content that employers or employees can only be men.

**Figure 2.** Gender stereotypes (male) used in the public employment platform “Superpuna”.

The screenshot shows the Superpuna platform interface. The header includes the logo and navigation links: Punëkërkuksit, Punëdhënësit, Identifikohu, and SQ. The main content area contains several paragraphs of text, some of which are highlighted in green to show gender-coded terms. The text includes:

- Punëdhënësi** privat përmbush obligimet për regjistrim në Administratën Tatimore të Kosovës dhe Agjencinë për Regjistrim të Bizneseve në Kosovë, në përputhje me legjislacionin tatimor të Kosovës dhe Ligjit Nr. 06/L -016 për Shoqëritë Tregtare;
- Punëdhënësi** si organizatë joqeveritare përmbush obligimet e regjistrimit në Ministrinë e Punëve të Brendshme, në përputhje me Ligjin NR. 06/L-043 për Lirinë e Asociimit në Organizata Joqeveritare;
- Punëdhënësi** nuk ka detyrime të papaguara tatimore ndaj Administratës Tatimore të Kosovës;
- Punëdhënësi** obligohet që me rastin e ndërmjetësimit të suksesshëm përmes platformës “superpuna”, të përmbushë të gjitha dispozitat e Ligjit Nr. 03/L-212 të Punës, si dhe legjislacionin në fuqi për të ardhurat personale;
- Punëdhënësi** pajtohet që mund të jetë subjekt i monitorimit nga Ministria e Financave, Punës dhe Transfereve, me qëllim të sigurimit të përmbushjes së detyrimeve dhe përgjegjësisë sipas këtyre termave dhe kushteve.

**Detyrimet dhe përgjegjësitë e punëmarrësit**

- Punëmarrësi** i takon grup-moshës prej 18-25 vjeçare;
- Punëmarrësi** nuk figuron si **punësuar** në tre (3) muajt e fundit, para regjistrimit në platformën “superpuna”;
- Punëmarrësi** obligohet që me rastin e punësimit përmes platformës “superpuna” të përmbushë të gjitha dispozitat e Ligjit Nr. 03/L-212 të Punës;
- Punëmarrësi** pajtohet që mund të jetë subjekt i monitorimit nga Ministria e Financave, Punës dhe Transfereve, me qëllim të sigurimit të përmbushjes së detyrimeve dhe përgjegjësisë sipas këtyre termave dhe kushteve.

**PËRDORIMI I PLATFORMËS NGA PUNËDHËNËSI DHE PUNËKËRKUESI**

Punëmarrësit dhe punëkërkuksit garantojnë dhe pajtohen se nuk mund t'i kryejnë veprimet si në vijim:

Të shpërndajnë informacione të rreme, të bëjnë oferta mashtruese, dhe/ose të promovojnë aktivitete tjera të paligjshme;

Source: <https://superpuna.rks-gov.net>

Since the day the platform was launched on February 6th to February 24th, GAP has analyzed all job vacancies on this platform. The findings show that out of 1,357 titles, 1,076 (79%) contain men-coded and/or women-coded gender stereotypes. Of the latter, 793 (74%) contain gender stereotypes for men, 283 (26%) contain gender stereotypes for women. Out of the total number of advertisements, 281 (21%) were written appropriately targeting both men and women.

<sup>23</sup> <https://superpuna.rks-gov.net/>

**Figure 3.** The percentage of titles published on the "Superpuna" platform that contain gender stereotypes



Advertisements on the platform "Superpuna" have also been analyzed according to economic sectors. The findings show that sectors which employ mostly men are trade and economics, electronics and energy, research and development, engineering and construction, maintenance and insurance, manufacturing and processing, while the sectors which employ mostly women are administration, education, and health.

**Table 3.** The number of advertisements containing gender stereotypes, as sorted by field

	Discriminatory			Non discriminating	Total
	Looking for men only	Looking for women only	Total		
Administration	32 (44%)	41 (56%)	73 (73%)	27 (27%)	100
Agriculture	8 (89%)	1 (11%)	9 (90%)	1 (10%)	10
Education	9 (19%)	39 (81%)	48 (92%)	4 (8%)	52
Economy	73 (67.5%)	35 (32.5%)	108 (84%)	20 (16%)	128
Electronic and Energy	13 (100%)	0	13 (93%)	1 (7%)	14
Hotel Trade	69 (82%)	15 (18%)	84 (79%)	22 (21%)	106
Research and development	6 (100%)	0	6 (86%)	1 (14%)	7
Engineering and Construction	68 (97%)	2 (3%)	70 (84.5%)	13 (15.5%)	83
Law	30 (83.5%)	6 (16.5%)	36 (90%)	4 (10%)	40
Logistics	40 (97.5%)	1 (2.5%)	41 (87%)	6 (13%)	47
Media	20 (95%)	1 (5%)	21 (58%)	15 (42%)	36
Management	7 (87.5%)	1 (12.5%)	8 (80%)	2 (20%)	10
Maintenance and Insurance	111 (99%)	1 (1%)	112 (97.5%)	3 (2.5%)	115

	Discriminatory		Total	Non discriminating	Total
	Looking for men only	Looking for women only			
Production and processing	152 (76.5%)	46 (23.5%)	198 (92.5%)	16 (7.5%)	214
Health	12 (31%)	27 (69%)	39 (62%)	24 (38%)	63
Information Technology	51 (91%)	5 (9%)	56 (81%)	13 (19%)	69
Crafts	25 (55.5%)	20 (44.5%)	45 (88%)	6 (12%)	51
Other categories	67 (61.5%)	42 (38.5%)	109 (51.5%)	103 (48.5%)	212
<b>Total</b>	<b>793 (74%)</b>	<b>283 (26%)</b>	<b>1,076 (79%)</b>	<b>281 (21%)</b>	<b>1,357</b>

Source: <https://superpuna.rks-gov.net/>

GAP Institute has also analyzed the salaries made public by employers in cases where advertisements contained gender stereotypes. The findings show that the average salary for jobs with men-coded gender stereotypes is 391.49 euros, and for women-coded gender stereotypes, 336.26 euros. For advertisements that do not contain gender stereotypes, the average salary is 412.59 euros.

**Figure 4.** Average salary for jobs published on the "Superpuna" platform



According to a research conducted by the Agency for Gender Equality in 2020 on gender pay gap<sup>24</sup> the average net salary for women is 312 euros, while men earn 346 euros per month (the difference being 34 euros)<sup>25</sup>. Another empirical research carried out in 2011 evidences a gender gap of 51 euros in Kosovo<sup>26</sup>. In addition, several studies worldwide on performance-related bonuses or salary increases have found that white men are rewarded at a higher rate than women and ethnic minorities for equal performance, with one financial corporation study, which found a 25% difference in performance-based rewards between women and men in the same job<sup>27</sup>.

<sup>24</sup> Gender pay gap – refers to practices where women earn less than men for the same job. Also, placing women in positions that are paid less compared to men. Source: Kosovo Center for Gender Studies. Key concepts in the field of gender studies, 2021.

<sup>25</sup> ABGj. Gender Pay Gap in Kosovo, 2020. Source: <https://bit.ly/3kwuqxe>.

<sup>26</sup> Abdullah Hoti. Returns to Education in Kosovo: Estimates of Salaries and the Employment Premium, 2011. Source:

<sup>27</sup> Criado Perez, C. Invisible Women, 2019.

## Should the Government of Kosovo be held accountable when job vacancies with discriminatory language are published on her platform?

The law on gender equality obliges institutions to integrate gender in official documents at every stage of the process, planning, approval, implementation, follow-up, or evaluation of these documents<sup>28</sup>. However, the new laws and documents do not have a gender sensitive approach yet. One such example is the Draft Law on public officials<sup>29</sup>, which employs the following terms only in masculine gender: zyrtari publik "public official", e zyrtarit publik "of the public official", menaxheri i zyrtarit publik "the manager of the public official", etc., thus leaving aside the women employed in this sector. As a result, there are no measures which could prevent language-based gender discrimination in job advertisements. Moreover, the two main documents in civil service recruitments "Job Titles in the Kosovo Civil Service Job Catalog" and "Job Description for Job Titles", contain language-based gender stereotypes.

The "Jobs Catalog", which was approved for the last time in February 2018, includes 1,766 job titles in the civil service of Kosovo<sup>30</sup>. However, all job titles in the catalog have masculine connotations. Examples include: drejtor "director", drejtues "manager", zyrtar të lartë "senior official", sekretar i përgjithshëm "general secretary", teknik "technician", administrator "administrator", inspektor "inspector", referent "clerk", arkëtar "treasurer", etc.

The Guideline no. 03/2022 of the work of the recruitment commission<sup>31</sup>, a key document for the recruitment of individuals in the public sector, is also included. This guide does not contain any gender-sensitive approach and contains many discriminatory elements. The analysis of this document evidences the use of discriminatory language containing gender stereotypes such as the masculine forms of vlerësimi i kandidatit "the evaluation of the candidate", anëtar "member", anëtari "the member", kandidati "the candidate", kandidatët "the candidates". Instead, these nouns should have been inflected for both feminine and masculine gender: vlërsimi i kandidatit/es; anëtar/e; anëtari/ja; kandidati/ja; kandidatët/et, and so on. Consequently, job advertisements are based on such a framework and constantly contain discriminatory language.

The discriminatory language can also be found in the Law on salaries<sup>32</sup>, which entered into force in January 2023. Apart from appendices 1, 2, and 3, which have designated positions for both genders, the other appendices continue to have discriminatory motives (Examples : appendix No. 4 – Kosovo Security Force, appendix No. 6 – Kosovo Customs and Financial Intelligence Unit, appendix No. 7 – Kosovo Correctional Service, appendix No. 8 – employee of public university and pre-university education, appendix No. 9 – employee of the public health system, appendix No. 11 – members of the foreign service, appendix 14.3 – lawyers, and some other appendices which contain gender stereotypes in part).

28 Gazette of the Republic of Kosovo. Law no. 05/L-020 on gender equality, article 3, point 1.16. Source: <https://bit.ly/3ZMA0uv>

29 Prime Minister's Office. Draft Law on Public Officials, 2022. Source: <https://bit.ly/3ZjmezI>

30 Ministry of Public Administration. Job titles completed and changed to Catalog of Jobs in the Civil Service of Kosovo, 2018. Source: <https://bit.ly/3ybQctn>

31 Guide no. 03/2022 of the work of the recruitment commission.

32 Gazette of the Republic of Kosovo. Law no. 08/L-196 for salaries in the public sector, 2023. Source: <https://bit.ly/3YgpHgT>

**Table 4.** Gender stereotypes in the designation of positions in Law No. 08/L - 196 on salaries in the public sector

APPENDIX NO. 8 – EMPLOYEE OF PUBLIC UNIVERSITY AND PRE-UNIVERSITY EDUCATION					
NO.	DESIGNATION OF THE POSITION	GROUP	CLASS	COEFFICIENT	FIELD OF APPLICATION
1	Rector		E1	14.2	IN if not _ CANCELED JOBS HOW staff academic , apply Add- ons functional defined _ IN Article 32 of law
2	Pro – Rector		E2	13	
3	Dean		E3	12.8	
4	Vice – Dean		E4	12.6	
5	Full Professor		E5	12.4	
6	Associate Professor	E	E6	11.4	
7	Assistant Professor		E7	10.4	
8	Lecturer		E8	8.6	
9	Lector/accompanist		E9	7.5	
10	Assistant/Independent Researcher		E10	7.2	
11	Fellow Assistant/Researcher		E11	6.6	
12	Laboratory assistant in University		E12	6.4	

**Table 5.** Gender stereotypes in the designation of positions in Law No. 08/L - 196 on salaries in the public sector

APPENDIX NO. 11 – MEMBERS OF THE FOREIGN SERVICE					
NO.	DESIGNATION OF THE POSITION	GROUP	CLASS	COEFFICIENT	FIELD OF APPLICATION
1	Ambassador		D1	12.8	
2	Minister		D2	10.4	
3	Minister Counselor		D3	9.8	
5	Consul General				
6	Counselor		D4	8.4	
7	Secretary I	D	D5	7.6	
8	Consul				
9	Secretary II		D6	7.2	
10	Deputy Consul				
11	Secretary III		D7	5.8	
12	Consular Agent				
13	Attaché				

Such contents in job advertisements not only do they lead to discriminatory practices, depriving one or the other gender of the right to apply for a certain position, they are also prohibited by law. However, the penalties for these violations are not clarified in any public legal document. Moreover, Kosovo's own public institutions continue to use language with discriminatory content, which negatively affects the employment of women in leadership positions, and the employment of men in sectors considered to be "of women".

## Recommendations

Stereotypes associated with job titles can have significant negative impacts on women in the workplace such as: discouraging them from applying for jobs, the way they are perceived by others, the gender pay gap and contributing to gender prejudice. Employers and institutions can help address these issues by using more gender-neutral language in job titles and actively working to combat stereotypes and biases in the workplace. Considering the problems that this phenomenon brings in the employment of women and men in any public or private institution, GAP Institute proposes some concrete steps for the Government of Kosovo:

Amend the Law on Gender Equality to clarify the provisions of gender-based discrimination in labour and other forms of unequal treatment during the recruitment process, and to present clear sanctions for violations of the law related to the latter.

Sanctions should be clearly established so that public job competitions are not biased, and for any position and profession advertised, women and men should be given the opportunity to apply equally, including women and men with different abilities. This way, the current divisions of "professions for men" and "professions for women" would be eliminated. Moreover, in future legal changes, it should be specified that the language of job advertisements, in public and private sectors, be neutral gender-neutral.

change the public documents addressed in the current analysis including the "Catalogue of jobs in the civil service of Kosovo" in order to include a gender sensitive approach.

To certify public institutions, non-governmental organizations, businesses, for a gender-sensitive approach in recruitment procedures, through trainings from the Kosovo Institute for Public Administration and the Agency for Gender Equality.





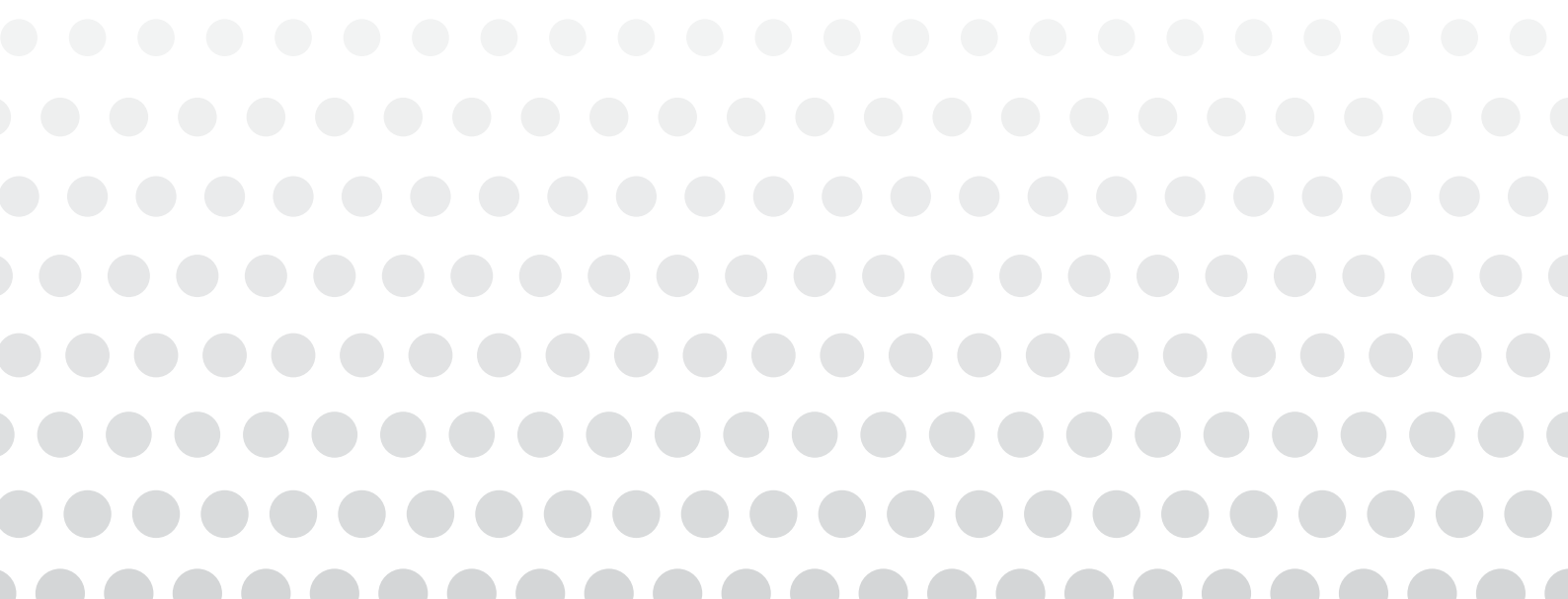
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