



UNIVERSITY
OF WARSAW



CALL FOR CANDIDATES

The Dean of Faculty of “Artes Liberales” the University of Warsaw invites applications for the position of assistant professor under the “Excellence Initiative – Research University” Programme.

Ref no	UW/IDUB/2024/25
Position	assistant professor
Job type	research
Scientific discipline	archaeology
Key words	paleoecology, landscape archaeology, palynology
Type of employment	fixed term employment contract
Working pattern/ Hours	part time, 1/2
Number of job offers	1
Salary	up to PLN 8000 (gross) per month
Position starts on	February 1 st , 2025 or as soon as possible thereafter
Planned period of employment	11 months but no longer than until December 31, 2025
Department	Faculty of “Artes Liberales”
Action title	I.3.2. Systemic Risk Research Project
Project and Action description	<p>The “Excellence Initiative – Research University” is a programme of the Ministry of Science and Higher Education, which enables the University of Warsaw to raise the level of its research activities, the quality of education and accordingly, the international recognition of the University.</p> <p>The recruited candidate will perform the duties in Action I.3.2. Systemic Risk Research Project</p> <p>The aim of the Systemic Risk Research Project is to conduct research on threats to systems of critical importance to the functioning of humans and societies, in particular to search for methods and ways to minimize these threats. The method of operation is to create a permanent platform for cooperation between leading researchers in the social, humanities, biological and science sciences.</p> <p>The essence of the project activity will be to combine a deep perspective and broad reflection represented by representatives of social sciences and humanities with a wide scope of empirical data (including precise mathematical models and computer simulations), which are the domain of</p>

	<p>researchers in the field of science. In order to understand the crisis of civilization and find ways out of it, it is necessary to combine the precision of models created by the exact sciences with a deep understanding of man, societies and culture appropriate to social and human sciences. The strict approach to the study of complex systems developed by sciences offers tools to understand the multifaceted dynamics of the crisis and to integrate the perspectives of other branches of science. Many threats are global in nature and it is necessary to combine the results of own research relating to local conditions with similar research conducted in other projects around the world, both in developed and developing countries. Therefore, our project will by definition be part of an international (emerging) research network.</p>
<p>Job description and responsibilities</p>	<ol style="list-style-type: none"> 1. Conducting research in the field of environmental history and paleoecology of Central Europe in the Middle Ages. 2. Conducting pollen analysis on sediments from sites containing material from the Middle Ages. 3. Active participation in the creation of an international research network related to Action I.3.2. 4. Direct participation in the preparation, development, submission and implementation of grant applications related to Action I.3.2. 5. Strengthening international cooperation and scientific exchange in the Excellence Initiative – Research University Programme in the framework of interdisciplinary research. 6. Preparation of individual and collective publications related to Action I.3.2. 7. Active participation in the popularization of research results related to Action I.3.2.
<p>Key requirements</p>	<p>Essential:</p> <ul style="list-style-type: none"> ● fulfilment of the conditions set out in the article 113 of Act of 20 July 2018. - Law on Higher Education and Science (Prawo o szkolnictwie wyższym i nauce – Journal of Laws 2023, item 742, as amended) and the UW Statute (Resolution No. 443 of the UW Senate of 26 June 2019, Monitor item 190); ● doctoral degree obtained in the discipline of archaeology or earth and environmental sciences; ● documented research knowledge in the field of paleoecology of Central Europe; ● experience in pollen analysis (palynology); ● readiness to work on publications and projects combining history, archaeology and paleoecology; ● very good command of English in terms of written, verbal and presentation communication.

Application	<ul style="list-style-type: none"> ● a scan of PhD diploma or of a document confirming obtaining a doctoral degree or of a document confirming that the candidate will obtain a doctoral degree before the date of signing the contract; ● a CV detailing the candidate's education and research experience and a list of publications (in English); ● a cover letter presenting the candidate's profile in accordance with the requirements contained in the advertisement and the motivation for applying for the job offered (in English); ● signed and completed questionnaire for the job applicant found in the link: https://bsp.adm.uw.edu.pl/wp-content/uploads/sites/18/2021/01/KWESTIONARIUSZ_OS_OBOWY_KANDYDAT_11_2019_EN.docx ● a declaration signed or a scan of a self-signed declaration in which the candidate confirms that he has read and accepted the rules for conducting competitions set out in the ordinance No. 106 of the Rector of the University of Warsaw of September 27, 2019 on specifying the detailed rules and procedure for conducting a competition for the position of an academic teacher; ● a declaration signed or a scan of a hand-signed declaration of consent to the processing of personal data, attached to this announcement.
What we offer	<ul style="list-style-type: none"> ● an innovative research environment and with real independence; ● an effective assistance in applying for domestic and international research grants; ● a friendly and family-friendly work environment conducive for your career development.
How to apply	Please send an e-mail to cbars@uw.edu.pl with the subject line "UW/IDUB/2024/25"
Selection and recruitment procedure	<p>Selected candidates will be invited to a remote interview with the Recruitment Committee. The candidates will be notified individually by e-mail about the date of any interview.</p> <p>The Recruitment Committee reserves the right to conduct a preliminary evaluation of applications before the stage of full evaluation of candidates.</p> <p>Before commencing employment, the candidate selected in the competition is required to submit documents in the form required by the University of Warsaw.</p> <p>The competition is the first stage of the recruitment procedure for the position of an academic teacher specified in the University of Warsaw Statute, and its positive outcome is the</p>

	<p>basis for further proceedings. After the initial analysis of the submitted applications, we will contact the selected candidates in order to carry out further stages of the recruitment procedure.</p> <p>The University of Warsaw reserves the right to cancel the competition without giving any reason.</p>
Questions	<p>If you have any further questions, please contact Coordinator of Action I.3.2. Sebastian Szymański, email: s.j.szymanski@uw.edu.pl</p>
Closing date for applications	December 20, 2024
Notification about the results	January 15, 2025
Results will be announced	by e-mail

The University of Warsaw reserves the right to contact only selected candidates and to cancel the application for any reason.

Equal opportunities

The constitutional principle of equal treatment of all members of the University community is the foundation of its activity. The University supports diversity and prevents discrimination. The University implements the highest ethical standards, upholds scientific integrity and follows the principles of the European Charter for Researchers.



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given and family name

Information on personal data processing

Controller

The controller of your personal data, which is processed in connection with employee recruitment, is the University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa, as the Employer.

Contact with the controller:

- by traditional mail at: University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa (specify the organisational unit to which your letter is addressed);
- by phone: **22 55 20 355**.

Data Protection Officer (DPO)

The controller has a designated Data Protection Officer, whom you may contact via email at iod@adm.uw.edu.pl. You may contact the DPO about all matters relating to the processing of your personal data by the University of Warsaw and in order to exercise your rights in relation to the processing of personal data.

The DPO, however, does not perform other functions, such as handling recruitment procedures, collecting recruitment documents, or providing current information on the recruitment process.

Purpose and legal grounds of data processing

The personal data of candidates for employment shall be processed for recruitment purposes only.

Your personal data shall be processed in the scope indicated by employment law¹ (*given name (names) and family name, date of birth, contact information as provided, education, professional qualifications, previous employment*) for the purposes of this recruitment process², whereas other data³ shall be processed based upon your consent, which may take the following wording:

¹ Art. 22¹ of the law of June 26, 1974 Labour Code (i.e. Journal of Laws 2019 item 1040 with subsequent changes).

² Art. 6 section 1 letter b of the Regulation of the European Parliament and the Council (EU) 2016/679 of April 27, 2016 on protection of individual persons with regard to personal data processing and on the free flow of such data, and also repealing Directive 95/46/EC (general regulation on data protection) (Official Journal EU L 119 of 04.05.2016, page 1, with subsequent changes) (hereinafter referred to as the GDPR).

³ Art. 6 section 1 letter a of the GDPR.

I agree to the processing of my personal data provided in (e.g., CV, cover letter, and other documents submitted) for the recruitment process conducted by the University of Warsaw.

If your documents include data as included in Art. 9 section 1 of the GDPR (special categories of personal data), processing shall be possible upon your consent to processing such data⁴, which may take the following wording:

I agree to the processing of special categories of my personal data, as stated in Art. 9 section 1 of the GDPR, provided in (e.g., CV, cover letter, and other submitted documents) by the University of Warsaw for conducting the recruitment process.

The University of Warsaw will also process your personal data in future recruitment processes upon your consent⁵, which may take the following wording:

I consent to the processing of my personal data for the purposes of any future recruitment processes at the University of Warsaw, for the period of the next nine months.

You may revoke all such consents at any time, for example by sending an email to cbars@uw.edu.pl

Be advised that the revocation of your consent does not affect the lawfulness of the processing of personal data, which had been completed upon consent and before its revocation.⁶

Data retention period

Your personal data collected in this recruitment process shall be stored within the period of up to 5 years from the planned completion of the “Excellence Initiative – Research University” Programme, i.e. until 31.12.2031.

In case you agree to process your data in future recruitments, your data will be used for this purpose for a period of 9 months from the end of recruitment.

Data recipients

Officers authorized by the Controller shall have access to your personal data, the processing of which is within the scope of their duties.

Data transfer outside the European Economic Area (EEA)

Your personal data shall be disclosed to subjects authorized by law. Your personal data may be also processed by the provider of the G-Suite services for education by the Google Corporation in their data processing centres.⁷

⁴ Art. 9 section 2 letter a GDPR.

⁵ Art. 6 section 1 letter a GDPR.

⁶ Art. 7 section 3 GDPR.

Rights of the data subject

Under the GDPR, data subjects have the following rights:

- to access data and to receive copies of the current data;
- to correct (rectify) your personal data;
- to limit processing of personal data;
- to remove personal data, subject to provisions of Art. 17 section 3 of the GDPR;
- to file a claim with the President of the Personal Data Protection Office, if you believe data processing is in violation of the law.

Information on the requirement to provide data

Providing your personal data in the scope resulting from law is necessary to participate in the recruitment process. Providing other personal data is voluntary.

.....
(place and date)

.....
(applicant's signature)

⁷ <https://www.google.com/about/datacenters/inside/locations/index.html>