



UNIVERSITY  
OF WARSAW



## CALL FOR CANDIDATES

The Dean of Faculty of History the University of Warsaw invites applications for the position of two postdoctoral researchers under the “Excellence Initiative – Research University” Programme.

Ref no	UW/IDUB/2021/46
Position	postdoctoral researcher (adjunct)
Job type	research / research and teaching
Scientific discipline	history or Archaeology
Key words	antiquity
Type of employment	fixed term employment contract
Working pattern/ Hours	Full time
Number of job offers	1
Salary	up to 11 000 PLN (gross) per month
Position starts on	1 February 2022 or as soon as possible thereafter
Minimum period of employment	12 months
Department	Faculty of History
Action title	Ancient Societies in Action
Project and Action description	<p>The “Excellence Initiative – Research University” is a programme of the minister responsible for higher education and science, 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 selected candidate will run their projects at the Centre for Research on Ancient Civilizations (CRAC) which brings together historians, classicists, archaeologists, orientalist, Roman jurists, philosophers and the representants of other disciplines who conduct the research on ancient studies at the University of Warsaw.</p>
Job description and responsibilities	<p>The selected candidate will:</p> <ol style="list-style-type: none"><li>1. conduct autonomous research on the project submitted in the application, with great potential and impact on international scholarship in any field of ancient studies,</li><li>2. take active part in academic life at the University of Warsaw, and CRAC in particular, i.a. attending seminars, delivering papers, lectures, sharing their knowledge and</li></ol>

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	<p>skills with other members of the academic community at UW,</p> <ol style="list-style-type: none"> <li>3. disseminate results of their research through conference presentations and particularly publications affiliated with the UW and published in leading international journals and publishing houses,</li> <li>4. actively contribute to strengthening the international position of the UW,</li> <li>5. collaborate with university administration in all matters related to the project,</li> <li>6. teach (OPTIONAL).</li> </ol>
Key requirements	<p>Essential:</p> <ul style="list-style-type: none"> <li>● fulfilment of the conditions set out in the Act of 20 July 2018. – Law on Higher Education and Science (Prawo o szkolnictwie wyższym i nauce – Dz. U. z 2021 r. poz. 478 z późn. zm.) and the UW Statute (Resolution No. 443 of the UW Senate of 26 June 2019, Monitor item 190);</li> <li>● a doctoral degree in any field of ancient studies such as history, classics, oriental studies, archaeology, Roman law, religious studies, philosophy or similar,</li> <li>● documented experience in research within the field of ancient studies,</li> <li>● proven active participation in international academic life,</li> <li>● well-argued excellent research project dealing with any period of Antiquity,</li> <li>● excellent knowledge of English (corresponding min. to level C1),</li> <li>● excellent communication skills, including the ability to present research results and write for publication,</li> <li>● ability and willingness to work as part of a scholarly community, share insights and findings, and engage in collaboration,</li> <li>● ability to complete projects and work to a deadline.</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>● specific plans of collaboration (e.g. to apply for further research grants affiliated with at the University of Warsaw),</li> <li>● specific publications plans,</li> <li>● research experience outside of Poland.</li> </ul>
Application	<ul style="list-style-type: none"> <li>● CV and the list of publications,</li> <li>● a copy of the doctoral diploma,</li> <li>● proposal of the project to be completed at the University of Warsaw, including a short explanation of the choice of the</li> </ul>

	<p>University of Warsaw as a place of the fellowship (up to 2000 words + bibliography),</p> <ul style="list-style-type: none"> <li>● two reference letters to be sent directly to <a href="mailto:crac@uw.edu.pl">crac@uw.edu.pl</a></li> <li>● signed agreement for the processing of personal data by the University of Warsaw, which is attached to this call,</li> <li>● declaration that they have read and accepted the rules of the present selection process.</li> </ul> <p><i>All documents must be in English.</i></p>
What we offer	<ul style="list-style-type: none"> <li>● large, internationally connected and eager to collaborate scholarly community working within the field of ancient studies, supportive and eager to collaborate,</li> <li>● possibility to get additional funding for various forms of academic activity such as conferences, sessions on international congresses, publications,</li> <li>● office space, good or very good (depending on specific research field) library and especially electronic resources,</li> <li>● assistance in applying for further projects,</li> <li>● standard social security and medical insurance,</li> <li>● benefits package.</li> </ul>
How to apply	Please send an e-mail to: <a href="mailto:crac@uw.edu.pl">crac@uw.edu.pl</a> with the subject line: "CRAC Post-doc"
Selection and recruitment procedure	<p>The call is the first stage of the procedure for recruitment to the position of academic teacher specified in the Statutes of the University of Warsaw, and its positive outcome constitutes the basis for further proceedings. After a preliminary analysis of the submitted applications, the selected candidates will be contacted for 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	If you have any further questions, please contact <a href="mailto:crac@uw.edu.pl">crac@uw.edu.pl</a>
Closing date for applications	31 October 2021
Notification about the results	31 December 2021
Results will be announced	by e-mail



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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](mailto: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 law<sup>1</sup> (*given name (names) and family name, date of birth, contact information as provided, education, professional qualifications, previous employment*) for the purposes of this recruitment process<sup>2</sup>, whereas other data<sup>3</sup> shall be processed based upon your consent, which may take the following wording:

*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.*

<sup>1</sup> Art. 22<sup>1</sup> of the law of June 26, 1974 Labour Code (i.e. Journal of Laws 2019 item 1040 with subsequent changes).

<sup>2</sup> 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).

<sup>3</sup> Art. 6 section 1 letter a of the GDPR.

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 data<sup>4</sup>, 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 consent<sup>5</sup>, 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 [crac@uw.edu.pl](mailto:crac@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.<sup>6</sup>

## **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.<sup>7</sup>

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<sup>4</sup> Art. 9 section 2 letter a GDPR.

<sup>5</sup> Art. 6 section 1 letter a GDPR.

<sup>6</sup> Art. 7 section 3 GDPR.

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

## **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)