



UNIVERSITY
OF WARSAW



CeNT-53-2022

As part of the implementation of the “Excellence Initiative – Research University” programme, the University of Warsaw is looking for two **Cryo/ED-Cryo Specialists**

Ref no	UW/IDUB/2022/47, CeNT-53-2022
Position	research and technical specialist
Key words	electron diffraction, Cryo-electron Microscopy, Cryo-EM, ED-Cryo, Glacios, Vitrobot
Type of employment	fixed-term employment contract
Working hours/pattern	part time (20 hours/week)
Monthly salary	PLN 3500 gross
Number of job openings	2
Starting date	1 November 2022 or as soon as possible afterwards
Period of employment	initial employment for 12 months with the possibility of extension
Department	Centre of New Technologies
Action title	I.4.2. Fund for the Renovation and Development of Research Infrastructure – employment of technicians / operators of research infrastructure
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 recruited persons will fulfil the job requirements in the Action “I.4.2. Fund for the Renovation and Development of Research Infrastructure – employment of technicians / operators of research infrastructure”</p>
Job description and responsibilities	<ul style="list-style-type: none">• daily operation and maintenance of the 200kV Glacios cryo-TEM microscope, ensuring optimal performance of the instrument;• operation and maintenance of cryo EM-related ancillary equipment, e.g. Vitrobot plunge freezer for sample preparation;• sample screening and assessment as a prerequisite for efficient electron diffraction and cryo-EM data acquisition with Single Particle Analysis (SPA) and/or cryo-

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	<p>tomography with electron diffraction being the primary method of research.</p> <ul style="list-style-type: none"> • training, assisting and overseeing users in sample preparation, and data analysis; • managing the cryo-EM Core Facility, including (but not limited to) organizing the daily lab work, ordering supplies, keeping records, writing reports, and performing other activities as assigned; • developing and implementing efficient strategies for sample preparation and data collection, processing of data and refinement of structures. • participating in the development and implementation of new methods/techniques in the electron diffraction and cryo-EM field. • implementation and use of software related to electron diffraction and cryoEM on computers at CENT and the FUNK computer cluster at CNBCh UW
Key requirements	<p>Essential:</p> <ul style="list-style-type: none"> • MSc in Materials Science, Physics, Structural Biology/Chemistry, Chemistry, Crystallography or a related technical field; • a basic knowledge of transmission and/or scanning electron microscopy and electron diffraction including instrument operation, calibration, sample preparation, image processing and analysis; • strong motivation and willingness to undergo training and expand the existing skills to become a leading cryo-TEM/ED expert capable of working with biological materials and inorganic samples; • excellent problem-solving skills and strong attention to detail; • skills in working and communicating with scientists at all levels; • ability in working on multiple challenging tasks in a rapidly-paced environment; • excellent English language skills both oral and written. <p>Additional advantage</p> <ul style="list-style-type: none"> • Previous work experience in a multi-user microscopy facility will be a strong asset
Application	<p>Essential:</p> <ul style="list-style-type: none"> • CV, • cover letter,

	<ul style="list-style-type: none"> • one reference contact, • signed agreement for the processing of personal data by the University of Warsaw, which is attached to this call.
What we offer	<ul style="list-style-type: none"> • attractive salary adequate to presented skills and experience; • stable employment.
How to apply	Please send an e-mail to careers@cent.uw.edu.pl with the subject line "CeNT-53-2022"
Closing date for applications	10 October 2022
Results will be announced	CeNT website

The University of Warsaw reserves the right to contact only selected candidates and to end the recruitment process without notice.

Equal opportunities

The constitutional principle of the equal treatment of all members of the University community is fundamental to its activities. The University of Warsaw promotes diversity and prevents discrimination. The University maintains the highest ethical standards, upholds scientific integrity, and is guided by principles stemming from 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 careers@cent.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.

⁴ Art. 9 section 2 letter a GDPR.

⁵ Art. 6 section 1 letter a GDPR.

⁶ Art. 7 section 3 GDPR.

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

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>