

## CALL FOR CANDIDATES

The Dean of the Faculty of Oriental Studies, University of Warsaw has opened a call for applicants for the position of Adjunct Scientist, as part of the “Excellence Initiative – Research University” programme.

Ref no	UW/IDUB/2024/02
Position	postdoctoral researcher / adjunct scientist (adiunkt)
Job type	research fellow
Scientific discipline	culture and religion studies
Key words	Iranian studies, Oriental studies, cultural studies, archaeology and history of Iran
Type of employment	employment contract
Working pattern / Hours	full-time
Number of job offers	1
Salary	7000 PLN gross/month
Estimated starting date	no later than July 1st, 2024
Planned period of employment	12 months (with possible extension until Dec 31, 2025)
Department	Faculty of Oriental Studies
Project and Action description	<p>The “Excellence Initiative – Research University” is a programme of the Ministry of Education and Science, which enables the University of Warsaw to raise the level of quality of scientific activity, quality of education and, consequently, the international recognition of the University.</p> <p>The recruited person will fulfil the job requirements in the Action I.3.10 – “Preparation and launching of an interdisciplinary research and teaching project Archeooriental Studies”. The aim of the activity is to prepare and implement interdisciplinary research on ancient cultures by combining research on artefacts (archaeology) and texts (Oriental studies). The interdisciplinary approach will allow for reconstructions of different aspects of ancient cultures and will contribute to a deeper understanding of what mankind is, among various cultural, social, and environmental entanglements.</p> <p>The recruitment process concerns a research position and is open to outstanding scientists conducting research in the field of Iranian studies (with special Focus on the archaeology and history of Iran) in the early stages of their academic careers, i.e., those having completed a PhD within the last 10 years prior to the application date (this period does not include parental/family leaves).</p> <p>The candidate is expected to provide an up-to-date topic of</p>

	research and to present potential for applying for national and international grants in the future.
Job description and responsibilities	<ul style="list-style-type: none"> <li>• carrying out research concerning the project;</li> <li>• publishing the results of the research in leading international journals in the their field.</li> </ul>
Key requirements	<p>The selected candidate will:</p> <ol style="list-style-type: none"> <li>1. conduct autonomous research on the project (submitted in the application) that will have a significant potential and impact on the international scholarship within the field;</li> <li>2. take active part in the academic life of the University of Warsaw by attending seminars, delivering papers, lectures, sharing knowledge and skills with other members of the academic community. In particular, she/he will participate in all events held by the Faculty of Oriental Studies (University of Warsaw) within the framework of the Archeooriental Studies Action;</li> <li>3. disseminate results of her/his research through conference presentations and by publishing in leading peer-reviewed international journals;</li> <li>4. actively contribute to strengthening the international position of the University of Warsaw;</li> <li>5. if possible, teach maximum one semester-long course (30 teaching hours of 45 minutes) a year, in English or in Polish.</li> </ol> <p>Requirements:</p> <ul style="list-style-type: none"> <li>• the candidates have to conform to the conditions stated in art. 113 of Higher Education Law dated 20.07.2018 (Journal of Laws of the Republic of Poland 2023, item 742) and University of Warsaw Statute (Resolution no. 443 University of Warsaw Senate dated June 26, 2019, item no. 190).</li> <li>• PhD diploma in the history or culture of Iran;</li> <li>• the presentation of a realistic research plan;</li> <li>• fluent knowledge of Persian;</li> <li>• a very good knowledge of English;</li> <li>• capacity to start employment no later than July 1<sup>st</sup>, 2023;</li> <li>• willingness to cooperate on the archaeology of the Sassanian period and the first centuries of Islam in Iran.</li> </ul> <p>It is possible that after successful completion of the fellowship and fulfilling other conditions presented by the Dean of appropriate faculty, the recipient can be considered for the employment at the UW as a regular academic teacher.</p>
Application	<ul style="list-style-type: none"> <li>• a cover letter;</li> <li>• a scan of the candidate's doctoral diploma or confirmation of obtaining a doctoral degree before starting employment;</li> <li>• a description of the research project (up to 3 A4 pages);</li> <li>• a CV, including contact information;</li> <li>• a list of publications, along with the three achievements which the candidate considers the most significant;</li> <li>• letters of recommendation concerning the applicant from at least two senior academic employees – <b>these letters are confidential and should be sent directly to the email address archeoorientalistyka@uw.edu.pl;</b></li> </ul>

	<ul style="list-style-type: none"> <li>• copies of other diplomas certifying the qualifications of the candidate;</li> <li>• a signed and scanned statement in which the candidate acknowledges having read and accepted the regulations as set out in Directive 106 of the Rector of the University of Warsaw from 27 September 2019, concerning the organisation and recruitment procedures for positions of academic teachers at the University of Warsaw.<sup>9</sup></li> <li>• a signed statement (scan) of consent to the processing of personal data, which comprises the attachment to this call for candidates.</li> </ul>
What we offer	<ul style="list-style-type: none"> <li>• We offer work in a dynamic team which carries out projects with international partners.</li> </ul>
How to apply	Please send an e-mail to <a href="mailto:archeoorientalistyka@uw.edu.pl">archeoorientalistyka@uw.edu.pl</a> with the subject line "UW/IDUB/2024/02".
Selection and recruitment procedure	<p>Selected candidates will be invited for an interview with the Recruitment Committee. Candidates will be informed individually about the date/time of the interview.</p> <p>The Committee reserves the right to carry out a preliminary assessment prior to the stage of fully evaluating the candidates.</p> <p>The candidate selected as a result of the recruitment process is obliged to supply the originals of his/her documents before undertaking employment to confirm their authenticity.</p> <p>The call for candidates comprises the first stage as defined in the procedures from the Statute of UW for the employment of an Adjunct; positive completion of this stage constitutes the grounds for continuing the hiring process.</p> <p>The University of Warsaw reserves the right to cancel the recruitment process without stating the reason.</p>
Closing date for applications	Mar 22, 2024
Notification about the results	Apr 30, 2024
Results will be announced	by email

### 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.

<sup>9</sup> <https://monitor.uw.edu.pl/Lists/Uchway/Uchwa%C5%82a.aspx?ID=5592>



UNIWERSYTET  
WARSZAWSKI



.....  
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>10</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>11</sup>, whereas other data<sup>12</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>10</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>11</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>12</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>13</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>14</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: [camop@uw.edu.pl](mailto:camop@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>15</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>16</sup>

## **Rights of the data subject**

Under the GDPR, data subjects have the following rights:

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<sup>13</sup> Art. 9 section 2 letter a GDPR.

<sup>14</sup> Art. 6 section 1 letter a GDPR.

<sup>15</sup> Art. 7 section 3 GDPR.

<sup>16</sup> <https://www.google.com/about/datacenters/inside/locations/index.html>

- 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.

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(place and date)

.....

(applicant's signature)