



UNIVERSITY  
OF WARSAW



## CALL FOR CANDIDATES

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

Ref. no	UW/IDUB/2024/14
Position	postdoctoral researcher (adiunkt)
Job type	research
Academic discipline	history or archaeology
Key words	antiquity
Type of employment (contract of employment, scholarship)	fixed term employment contract
Working pattern/ Hours	full time
Number of job offers	1
Salary	up to 13 000 PLN (gross) per month
Position starts on	between 1.10.2024 and 31.12.2024
Minimum period of employment	12 months
Department	Faculty of History
Project title	I.3.11. Organization and launching of the research project: Ancient Societies in Action (ASA)
Project 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 candidates 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 candidates will:</p> <ul style="list-style-type: none"><li>• 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></ul>

	<ul style="list-style-type: none"> <li>● 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 skills with other members of the academic community at UW</li> <li>● 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>● actively contribute to strengthening the international position of the UW</li> <li>● collaborate with university administration in all matters related to the project</li> <li>● teach (OPTIONAL).</li> </ul>
Key requirements	<p>Essential:</p> <ul style="list-style-type: none"> <li>● fulfilment of the conditions set out in the article 113 in Act of 20 July 2018. – Law on Higher Education and Science (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)</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 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>● 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 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>● signed declaration in which candidate states that he/she read and accepted the rules of organizing the job competition as defined by the Ordinance No. 106 of the Rector of the University of Warsaw dated 27 September 2019 on providing detailed rules and procedures for holding a competition for the position of an academic teacher at the University of Warsaw (<a href="https://monitor.uw.edu.pl/Lists/Uchway/Uchwa%C5%82a.aspx?ID=5592">https://monitor.uw.edu.pl/Lists/Uchway/Uchwa%C5%82a.aspx?ID=5592</a>)</li> <li>● signed declaration in which candidate states that he/she fulfills the conditions set out in the article 113 in Act of 20 July 2018. – Law on Higher Education and Science (Prawo o szkolnictwie wyższym i nauce – Dz. U. z 2022 r. poz. 574) and the UW Statute (Resolution No. 443 of the UW Senate of 26 June 2019, Monitor item 190) - <a href="#">Statement – pursuant to article 113 of the Act of 20 July 2018 Law on Higher Education and Science – document docx.</a></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>● standard benefits package</li> </ul>
How to apply	<p>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"</p>
Selection and recruitment procedure	<p>Only the short-listed candidates will be invited to an online interview. The pre-selection and the interview are the first stage of the recruitment procedure for the position of <i>adiunkt</i> specified in the University of Warsaw Statute. Its positive conclusion will be the basis for further proceedings. The University of Warsaw reserves the right to cancel the call without providing reasons.</p>
Questions	<p>If you have any further questions, please contact <a href="mailto:crac@uw.edu.pl">crac@uw.edu.pl</a></p>

Closing date for applications	10 May 2024
Notification about the results	15 July 2024
Results will be announced	by e-mail



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.....  
given and family name

## Information on personal data processing

### Controller

Controller of your personal data processed in connection with the recruitment process 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 (name the organizational unit to which your letter is addressed);
- by phone: **22 55 20 355**.

### Data Protection Officer (DPO)

Controller has 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 in all matters relating to your personal data processing by the University of Warsaw and the exercise of rights in relation to the processing of personal data.

The DPO, however, does not proceed other matters, like handling recruitment procedures, collecting recruitment documents, providing information on current recruitment process.

### Purpose and legal grounds of data processing

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

Your personal data shall be processed in the scope as 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 on your consent which may take the following wording:

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

<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 the 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 as the GDPR).

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

If your documents include data as mentioned 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 personal data, as mentioned 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 realising my recruitment process.*

The University of Warsaw shall be also processing your personal data in future recruitment processes upon your consent<sup>5</sup>, which may take the following wording:

*I consent to 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 by, for example, sending an email at [crac@uw.edu.pl](mailto:crac@uw.edu.pl).

Be advised that the revocation of your consent does not affect legal compliance of processing which had been completed upon consent before its revocation.<sup>6</sup>

## **Data retention period**

Your personal data collected in this recruitment process shall be stored over the period of three months from the date the recruitment process is completed.

In case you agree to process your data in future recruitments, your data shall be used over the period of nine months.

## **Data recipients**

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

## **Data transfer outside the European Economic Area (EEA)**

Your personal data shall be disclosed to subjects authorized by law. Signing-in is through Google Forms. Your personal data may be also processed by our provider of G-Suit for education by Google Company in their data processing centres.<sup>7</sup> Your data shall be protected under the standards of the Privacy Shield, accepted by the European Commission.<sup>8</sup> This shall guarantee an adequate level of data security.

## **Rights of the data subject**

Under the GDPR data subjects have the following rights:

- to access data and to receive copies of the actual data;
- to correct (rectify) your personal data;

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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>

<sup>8</sup> <https://www.privacyshield.gov>

- to restrict processing of personal data;
- to erase 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 violates 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)