

UNIVERSITY OF WARSAW
INSTITUTE OF ARCHAEOLOGY

Warsaw, 27 September 2018

Announcement about a competition for the position

Postdoctoral internship (post-doc position)

in project "Settlement of the Sąspow Valley from Palaeolithic up to Modern times- elaboration of the unpublished fieldwork results of prof. Waldemar Chmielewski" financed by the National Science Centre, grant NO 2016/22/E/HS3/00486, SONATA BIS 6 - HS.

Based on art. 118a Act of July 27th 2005 r. – Law on Higher Education, (unified text; Journal of Laws 2017, item 2183, with later amendments), with the consent of the Rector of University of Warsaw, I announce a competition for the position of a postdoctoral internship (post-doc position) at the Institute of Archaeology in project "Settlement of the Sąspow Valley from Palaeolithic up to Modern times- elaboration of the unpublished fieldwork results of prof. Waldemar Chmielewski" financed by the National Science Centre, grant NO 2016/22/E/HS3/00486

Terms of employment: full contract, fixed-term employment contract for a period of 24 months beginning on the 1st of March 2019. 84 000 PLN annually.

Requirements:

- finished archaeological, geological or biological studies
- PhD in archaeology, biology or geology
- has received a PhD degree no earlier than 7 years before the year of employment
- specialized in bioarchaeology
- experienced in archaeological fieldworks
- experience in working in interdisciplinary research team
- very good, documented academic achievements
- a very good knowledge of foreign languages, among them English.

Description of tasks:

- collecting samples at archaeological sites
- conducting laboratory analyses within the field of specialisation
- coordination of the process of flotation samples and their inventarisation
- management of the interdisciplinary laboratory analysis process

Required documents:

- 1) An application letter for the offered position, addressed to the Dean of the Faculty of History with **consent clause:**

I hereby consent to have my personal data processed by the University of Warsaw with its registered office at ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa for the purpose of carrying out a recruitment process and selecting an employee and concluding a contract for employment at the University of Warsaw. I have been informed of my rights and duties. I understand that provision of my personal data is voluntary.

.....
(place and date)

.....
(signature of the person applying for employment)

- 2) Letter of motivation;
- 3) Document confirming the obtaining of a doctoral degree in the last 7 years, and in the case of a person who does not have a PhD degree but have a date for the defence of a doctoral dissertation, a certificate of setting a date for defending a dissertation
- 4) Scientific CV containing a list of publications, scholarships, awards and other distinctions resulting from conducting scientific research, scientific achievements, completed internships and courses, and experience in excavation.
- 5) Short description of previous research and upcoming research plans (max 500 words);
- 6) Recommendation letter of an independent research associate;

Competition procedure:

Application should be submitted until 05th December 2018. The commission board evaluates applications. The Commission reserves the right to invite all or selected candidates for interviews to verify the data contained in the application. A possible interview with the candidates will take place on 10th-14th December 2018. Based on the commission's ratings, a ranking list is created, sent to candidates electronically. The internship will be awarded to the person who obtains the highest number of points. The internship can be awarded to the next person on the ranking list, when the winner of the competition resigns from signing the contract. The commission's decision cannot be appealed. The results will be given on the 7th of January 2019.

Form of submitting offers: electronic applications in pdf format should be submitted by December the 5th, 2018, by 23:59 to the following e-mail address: m.kot@uw.edu.pl or in paper version at the Department of Palaeolithic and Mesolithic, Institute of Archaeology, University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warsaw. Applications that are incomplete or submitted after this date will not be considered. For more detailed information contact Dr. Małgorzata Kot (m.kot@uw.edu.pl).

INFORMATION ON THE PROCESSING OF PERSONAL DATA

INFORMATION CLAUSE

Pursuant to Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), University of Warsaw hereby informs:

1. The Controller of your personal data is the University of Warsaw with its registered office at Krakowskie Przedmieście 26/28, 00-927 Warszawa;
2. The Controller has designated the Data Protection Officer who supervises the processing of personal data, and who can be contacted via the following e-mail address: iod@adm.uw.edu.pl;
3. Your personal data will be processed for the purpose of carrying out a recruitment process and selecting an employee and concluding a contract for employment at the University of Warsaw;
4. The provided data will be processed pursuant to Article 22¹ § 1 of the Act of 26 June 1974 Labor Code (uniformed text: Dz.U. of 2018, item 917) and your consent for processing of personal data;
5. Provision of data in the scope stipulated in the Labor Code is mandatory, and the remaining data are processed according to your consent for processing of personal data;
6. The data will not be shared with any external entities;
7. The data will be stored until you withdraw your consent for processing of personal data;
8. You have the right to access your personal data, to rectify, erase them, restrict their processing, object to processing, and to withdraw the consent at any time;
9. You have the right to lodge a complaint to the President of the Office for the Protection of Personal Data.