

**\*Place of work: Center for Foreign Language Studies**  
**Reference No.: 1/2023/PSK**

**VICE – RECTOR FOR STUDENT AND EDUCATIONAL AFFAIRS  
OF THE UNIVERSITY OF RZESZÓW**

announces open recruitment for the position: **Spanish language teacher**

**Place of work:** Center for Foreign Language Studies

Workplace address: ul. Zelwerowicza 4, 35-601 Rzeszów

**Number of positions available: 1**

**Keywords:** teacher, Spanish language

Candidates shall meet the requirements as described in the art.113 and art. 118 of the Regulation of 20 July 2018 - Law on Higher Education and Science (Journal of Laws 2022, item 574 as amended)

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**MAIN OBLIGATIONS:**

- teaching Spanish to students
- translating for the purposes of the UR,
- cooperation with socio-economic environment,
- participating in meetings with local and international project partners,
- administrative tasks connected with individual scientific and didactic work,

**REQUIREMENTS:**

- academic or professional degree: Master of Arts (MA) in Philology, specialty: Iberian Studies; Spanish Philology
- fluent in spoken and written Polish
- current teaching activity at HEI
- experience in the field of teaching Spanish
- team work experience

**ADDITIONAL REQUIREMENTS:**

- readiness to translate and/or interpret

### **TERMS OF EMPLOYMENT:**

- full-time employment under a contract for a limited period,
- University of Rzeszów as first (primary) place of employment ,
- remuneration in compliance with the 'Remuneration Regulations at the University of Rzeszów',
- opportunity for further professional development,
- work in a professional and friendly team,
- social benefits package,
- group life insurance for the employees of the University, their spouses/life partners and under-aged children,
- private medical care within the additional health insurance for the employees of the University, their spouses/life partners and under-aged children,

### **REQUIRED DOCUMENTS:**

- employment application addressed to the Rector of the University of Rzeszów,
- scientific curriculum vitae (CV),
- summary of professional accomplishments
- information on scientific, didactic and organizational achievements.
- a written statement from the candidate that the University of Rzeszów will be his/her first (primary) place of employment (a downloadable form <https://www.ur.edu.pl/universytet/praca/current-job-offers/downloadable-forms>),
- a written statement from the candidate that he/she meets the conditions defined in art.113 and art. 118 of the Regulation of 20 July 2018 - Law on Higher Education and Science (Journal of Laws 2022, item 574 as amended) (a downloadable form <https://www.ur.edu.pl/universytet/praca/current-job-offers/downloadable-forms>),
- certificate or information confirming the candidate's command of Polish,
- copies of documents confirming qualifications (PhD diploma or a certificate of awarding doctoral degree, or MSc/MA or equivalent, etc.),
- other documents confirming achievements of the candidate, relevant to the position applied for.

### **RECRUITMENT SCHEDULE:**

Deadline for submitting applications: 26 June 2023 (11:59 AM; CET/CEST).

The recruitment process will be concluded within 30 days of the deadline for submitting applications.

### **APPLICATIONS:**

Submitting an application in response to the announcement is understood as acceptance of the clause of information RODO included in the application form.

Required documents shall be submitted electronically by means of the application form, available after clicking **APPLY**.

**Applications received after the deadline, incomplete forms or those submitted in any other way than as determined in the announcement, will not be considered.**

In order to get additional information please contact Center for foreign Languages (Studium Języków Obcych), e-mail [sjo@ur.edu.pl](mailto:sjo@ur.edu.pl)

**Apply:**

<https://system.erecruiter.pl/FormTemplates/RecruitmentForm.aspx?WebID=d55ff50717644boabd576c6ab2b18855>

### **IMPORTANT INFORMATION:**

A necessary condition for employing a candidate selected in an open recruitment process is their meeting the requirements determined in Art.113 and aArt. 118 of the Law of 20 July, 2018 on Higher Education and Science (Journal of Laws 2022, item 574 as amended), and the obligation resulting from Art.265 paragraphs 5 and 13 of the Law.

If applying for employment at the University of Rzeszów as the primary place of employment,, candidates who are employed at any other university as the primary place of employment, shall comply with the condition defined in art.120 of the Law of 20 July, 2018 on Higher Education and Science (Journal of Laws 2022, item 574 as amended) according to which an academic teacher may hold only one position at a time referenced to as the primary place of employment.

In the case of candidates coming from abroad, whose diplomas of awarding professional tittle/academic degree/ scientific title require by Polish law an official recognition, they will not be employed until the recognition procedures have been finalized.

**Until its deadline, the recruitment process may be ceased or annulled by the Rector without giving any justification. The decision to employ a candidate is made by the Rector. In justified cases, the Rector has the right not to employ the candidate selected in the recruitment process.**

**Recruitment results do not constitute grounds to raising any claims by the candidates against the UR, employment complaints, in particular.**

**Selection committee has the right to conduct an interview with the candidates.**

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According to Art.113 of the Regulation of the European Parliament and of the Council (EU) 2016/679 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 Rzeszów informs as follows:

The administrator of your personal data is the University of Rzeszów represented by Rector seated at Rejtana 16c, 35-959 Rzeszów.

1. Personal Data Administrator has appointed Inspector of Data Protection to supervise the accuracy of personal data processing. The Inspector may be contacted at: [iod@ur.edu.pl](mailto:iod@ur.edu.pl).
2. Your personal data shall be processed solely for the purpose of conducting open recruitment process.
3. The basis for data processing is your written consent to the processing of your personal data.
4. Providing the data is voluntary, however, necessary for conducting the process it has been collected for.
5. Your personal data shall not be disclosed to third parties, except as provided for by law.
6. Your personal data will be stored for 12 months.
7. You have the right to request access to your personal data and the right to:
  - rectify it,
  - erase it,
  - limit its processing,
  - file an objection,
  - withdraw your consent at any given moment;
8. You have the right to file a complaint with a supervisory authority, the Chairman of Poland's Personal Data Protection Office if you consider that the processing of the personal data relating to you infringes the Regulation.

**LINKS:**

<https://www.ur.edu.pl/uniwersytet/aktualnosc>

<https://www.ur.edu.pl/sjo>

<https://www.ur.edu.pl/pracownik/hr4r-ur>

<https://www.ur.edu.pl/pracownik/hr4r-ur/otm---r>

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