

Place of work: Rzeszów

Reference number: 1/2024/KNS/IEiF

**VICE – RECTOR FOR THE COLLEGE OF SOCIAL SCIENCES  
AT THE UNIVERSITY OF RZESZÓW**

announces open recruitment for the research and teaching position: **Assistant**.

**Place of work:** College of Social Sciences, Institute of Economics and Finance, Department of Economics and Management.

**Workplace address:** Mieczysława Ćwiklińska 2, 35-601 Rzeszów

**Number of available positions:** 1

**Keywords:** assistant, teaching work, scientific work

*The competition may be entered by persons who meet the conditions specified in Art. 113 of the Act of July 20, 2018. Law on higher education and science (consolidated text: Journal of Laws 2023, item 742, as amended).*

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**MAIN RESPONSIBILITIES:**

- conducting scientific research;
- conducting teaching classes with students;
- preparing scientific articles for peer-reviewed domestic and foreign journals;
- participation in the preparation of scientific projects or grants;
- dissemination of research results (participation in scientific conferences, science popularization activities);
- cooperation with the socio-economic environment;
- implementation of administrative tasks in accordance with the scientific and teaching activities of the Institute of Economics and Finance and the Department of Economics and Management.

**QUALIFICATION REQUIREMENTS:**

- academic or professional degree/title - Master's degree, in the discipline of economics and finance;
- very good knowledge of English: fluent in speech and writing;
- experience or research interests in the area of economics, finance, management;
- current scientific achievements in the discipline of economics and finance;
- experience in teamwork;
- knowledge of research methods including economic research;
- knowledge of Polish: fluent in speech and writing (for foreigners).

#### **ADDITIONAL REQUIREMENTS:**

- ability to use Statistica statistical software, etc.;
- having certificates confirming your qualifications.

#### **CONDITIONS OF EMPLOYMENT:**

- full-time employment under a fixed-term employment contract - 1 year (1/10/2024-30/09/2025);
- expected start date of October 1, 2024;
- employment at the University as the primary place of work;
- remuneration in accordance with the Regulations on the remuneration of employees of the University of Rzeszów;
- possibility of further professional development;
- working in a professional and friendly team;
- social benefits package;
- group life insurance for University employees, their spouses/life partners and adult children.

#### **REQUIRED DOCUMENTS:**

- application for employment to the Rector of the University of Rzeszów;
- scientific curriculum vitae (CV);
- personal questionnaire;
- self-report;
- information about research, teaching and organizational achievements;
- list of publications;
- 2 opinions of professors or habilitated doctors about the candidate;
- the candidate's declaration that UR will be his or her primary place of work;
- candidate's declaration of meeting the conditions set out in Art. 113 of the Act of July 20, 2018. Law on higher education and science (consolidated text: Journal of Laws 2023, item 742, as amended);
- confirmation or information about the level of knowledge of English;
- copies of documents confirming your qualifications;
- other documents confirming achievements in scientific work listed in the open recruitment.

#### **COMPETITION SCHEDULE:**

The deadline for submitting applications is: **29<sup>th</sup> of August 2024** (11:59, CEST time).

The competition will be resolved within 30 days from the closing date of the application process.

#### **SUBMISSIONS:**

Submitting an application in response to this announcement constitutes acceptance of the GDPR information clause available in the application form.

The required documents must be submitted electronically using the application form, available after clicking the "**Apply**" button.

**Applications received after the deadline, incomplete applications and applications submitted in a manner other than that specified in the open competition announcement will not be considered.**

For additional information, please contact the Secretariat of the Institute of Economics and Finance; e-mail address: [sekretariat.ief.cs@ur.edu.pl](mailto:sekretariat.ief.cs@ur.edu.pl)

**APPLY:**

<https://system.erecruiter.pl/FormTemplates/Recruitment-Form.aspx?WebID=583c3fb55a6d4430b5foob66dcb23f25>

**IMPORTANT INFORMATION:**

A necessary condition for employing a candidate selected in an open recruitment is that the candidate meets the requirements specified in Art. 113 of the Law on Higher Education and Science of July 20, 2018 (consolidated text: Journal of Laws of 2023, item 742, as amended), as well as the obligation arising from Art. 265 section 5 and 13 of this Act.

If applying for employment at the University of Rzeszów as the primary place of work, candidates employed at other universities as the primary place of work should, on the day of employment, meet the condition specified in Art. 120 of the Act of July 20, 2018. Law on Higher Education and Science (consolidated text: Journal of Laws 2023, item 742, as amended), according to which an academic teacher may have only one primary job at a time.

In the case of candidates from outside Poland, whose diplomas granting a professional title/degree/scientific title require official recognition (nostrification) in accordance with Polish law, they cannot be employed until the recognition procedures are completed.

Until its completion, the competition proceedings may be interrupted or invalidated by the **Rector without giving a reason. The decision to employ the candidate is made by the Rector. In substantively justified cases, the Rector has the right not to employ a candidate selected in the competition procedure.**

**The results of the competition proceedings do not constitute the basis for the Candidates to submit any claims against UR, in particular claims for employment.**

**The selection committee reserves the right to conduct an interview with the candidates.**

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Pursuant to Art. 13 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 data processing personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), the University of Rzeszów informs:

1. The administrator of your personal data is the University of Rzeszów represented by the Rector with its registered office: Aleja Rejtana 16c, 35-959 Rzeszów.
2. The personal data administrator has appointed a Data Protection Inspector supervising the correctness of personal data processing, who can be contacted via the e-mail address: [iod@ur.edu.pl](mailto:iod@ur.edu.pl).
3. Your personal data will be processed for the purpose of conducting an open competition.

4. The basis for the processing of your personal data is your consent to the processing of personal data.
5. Providing data is voluntary, but necessary to achieve the purposes for which it was collected.
6. The data will not be made available to external entities, except for cases provided for by law.
7. Data will be stored for a period of 12 months.
8. You have the right to access your data and the right to:
  - corrections,
  - deletion,
  - processing restrictions,
  - raise an objection,
  - the right to withdraw consent at any time;
9. You have the right to lodge a complaint with the President of the Personal Data Protection Office if you believe that the processing of your personal data violates the provisions of the General Data Protection Regulation.

**LINKS:**

<https://www.ur.edu.pl/universytet/aktualnosci>

<https://www.ur.edu.pl/kolegia/kolegium-nauk-spoecznych>

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

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

<https://www.ur.edu.pl/universytet/rowne-traktowanie/plan-rownosci-plci>

Rzeszów, 28<sup>th</sup> of June 2024