

Assistant in the group of research and teaching staff in the Institute of Environmental Engineering and Building Installations, Faculty of Civil Engineering, Architecture and Environmental Engineering, Lodz University of Technology

Lodz University of Technology is one of the finest universities of technology in Poland. Its tradition and experience in training professionals and conducting research date back more than 75 years. It is an attractive partner for business. It cooperates with the largest national and international corporations. It conducts research of a European standard, develops new technologies and creates innovation in collaboration with the leading research centres all over the world. One of the pillars of Lodz University of Technology management is equal treatment of staff regardless of their gender, age, race or other demographic and social characteristics. In 2016, TUL was the first technical university in Poland to receive the HR EXCELLENCE IN RESEARCH award certifying that the University adheres to the principles of *the European Charter for Researchers* and *the Code of Conduct for the Recruitment of Researchers*.

1. **The requirements to be met by the candidate (detailed description of the knowledge, qualifications, skills, and professional experience).**

- Master's degree,
- readiness for further scientific development and participation in scientific and research projects,
- research plan for next three years,
- knowledge of the geodetic and cartographic issues related to the geodetic support of the investment construction process is expected, such as:
 - use of master maps,
 - measurement methods,
 - use of geodetic instruments,
- knowledge of issues related to real estate management and use of Spatial Information Systems and GIS in planning and engineering practice,
- practical experience in the field of geodesy and cartography,
- knowledge of Ms Office, AutoCAD and other software compatible with the GIS environment,
- knowledge of English at the B2 level,
- desirable fluency in the Polish language in speech and in writing, enabling the free conduct of didactic classes (including lectures),
- teaching experience at a university,
- commitment and independence at work,
- ability to work in a team.

2. **Specification of the terms and conditions of employment and authority associated with the position:**

- full-time.
- the period of employment: from 15/11/2023 to 14/11/2025 (with the possibility of extension for an indefinite period).
- The expected date of commencement of work **15.11.2023**.

3. Description of the expected responsibilities and duties:

- preparation and conducting of classes in full-time and extramural studies in the following subjects: geodesy and cartography, land surveying for real estate, geodesy and cartography in practice, real estate management, property valuation, spatial information systems, GIS,
- conducting research and publishing activities,
- the organizational work for the University, Faculty and Institute.

4. List of the required documents:

- 1) application for employment to the Rector of Lodz University of Technology;
- 2) personal questionnaire for a person applying for employment at Lodz University of Technology, as provided in Annex no. 1.1 to the OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT;
- 3) Data Privacy Statement as provided in Annex no. 1.2 to the OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT;
- 4) Consent to the processing of personal data, as provided in Annex no. 1.3 to the OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT;
- 5) true copies/copies of diplomas;
- 6) self-reference describing previous scientific, teaching and organizational activities;
- 7) a list of publications with scoring according to the current list of journals provided on the website of the Ministry of Education and Science;
- 8) other documents proving the qualifications.

5. The place, manner, and deadline for submitting the documents (as well as information concerning their return);

The application documents should be sent by e-mail to the secretariat of the Institute of Environmental Engineering and Building Installations: w6i62@adm.p.lodz.pl or sent by post to the following address:

Lodz University of Technology
Faculty of Civil Engineering, Architecture and Environmental Engineering
Institute of Environmental Engineering and Building Installation
Al. Politechniki 6, 90-924 Lodz **by the 13h of October 2023**

In the case of sending documents by traditional post please include the words 'Job application' on the envelope.

6. Contact person and postal and e-mail addresses to which documents or scans thereof may be forwarded;

In matters related to the competition, please contact **Mrs. Marzena Matusiak and Mrs. Agnieszka Jaskulska** Institute of Environmental Engineering and Building Installation: tel. +48 42 631 35 21, w6i62@adm.p.lodz.pl

7. **The expected date of the announcement of the decision:** 23.10.2023

8. **A description of the profile of the unit announcing the competition**

The Department of Spatial Management and Geomatics is part of the Institute of Environmental Engineering and Building Installations.

The main research areas of the Department of Spatial Management and Geomatics are:

- building metrology in the field of optimization of measurement methods,
- geodetic methods in the investment process,
- thematic cartography in environmental engineering,
- methodology of cartographic studies related to the protection of the human environment in the conditions of the Lodz Agglomeration,
- methodology of measurement of deformation of structural elements of objects in terms of diagnostic needs,
- urban physics, wind energy engineering, sustainable urban development,
- the impact of building structures on the microclimate and human comfort.

Research topics related to spatial management focus on the issues of methodology for assessing the impact of selected building structures on aerodynamic and thermal conditions, establishing the relationship between the type of building development and microclimate conditions, and the development of GIS-based cartographic methods in the form of urban climate maps for selected areas of Lodz. The second research stream focuses on the issues of urban ventilation and the determination of ventilation corridors based on detailed analysis of buildings with the use of GIS.

PERSONAL INFORMATION FORM
FOR APPLICANTS FOR EMPLOYMENT AT LODZ UNIVERSITY OF TECHNOLOGY

1. First name(s) and family name

2. Date of birth

3. Contact details
(provided by the applicant)

4. Education (where required for specific duties or jobs)
.....
(name of school and graduation date)

.....
(occupation, specialisation, degree, professional title, academic title)

5. Professional qualifications (where required for specific duties or jobs)
.....
(courses, postgraduate education, other forms of further development of knowledge and skills)

6. Employment history (where required for specific duties or jobs)
.....
.....
(employment periods and jobs held at previous employers')

7. Additional personal information, where the right or the duty to disclose it exists under specific regulations
.....
.....

.....
(place and date)

.....
(signature of the applicant)

Data Privacy Statement for job candidates

Pursuant to Article 13(1) and (2) 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, Official Journal of the EU L 119/1), hereinafter referred to as "GDPR", we inform you as follows:

- 1) Lodz University of Technology with the registered office in Lodz is the Controller of your personal data;
- 2) We have appointed a Data Protection Officer to supervise the compliance of personal data processing, who can be contacted in matters concerning the protection of your personal data at the following e-mail address: iod@adm.p.lodz.pl; telephone number: 42 631 2039; or in writing to the address of our registered office: Lodz University of Technology, Żeromskiego 116, 90-924 Łódź;
- 3) As the controller, we will process your data for the purpose of the recruitment process for the position indicated, based on your consent (Article 6(1)(a) GDPR);
- 4) You have the right to withdraw your consent to the processing of your personal data at any time, but such withdrawal shall not affect the lawfulness of the processing effected on the basis of your consent prior to its withdrawal;
- 5) You have the right to lodge an objection against the processing of the data as set out above at any time. We will cease to process your data for these purposes unless we can demonstrate that there are compelling legitimate grounds for us to do so which override your interests, rights, and freedoms, or that your data will be required for the possible establishment, assertion, or defense of claims;
- 6) Your personal data provided in the CV, personal information form for the applicant for employment, and copies of documents supporting your professional experience, education, additional credentials and qualifications will be processed for the period in which claims related to the recruitment process may arise, i.e. for 6 months following the conclusion of the recruitment process. For individuals who have given their consent to the processing of personal data for the purposes of future recruitment, for a period of 12 months following the conclusion of the recruitment process during which the consent has been given;
- 7) Only individuals authorized by the Controller to process your data in the performance of their duties will have access to your data;
- 8) Your personal data will not undergo automated processing and will not be subject to profiling;
- 9) Under GDPR, you shall further have:
 - a) the right to access your data and to receive copies thereof,
 - b) the right to rectification (amendment) of your data,
 - c) the right to erasure/to be forgotten, restriction of data processing,
 - d) the right to data portability,
 - e) right to file a complaint to the supervisory authority - President of the Personal Data Protection Office, Stawki 2, 00-193 Warsaw.

.....
(date and signature of the candidate)

**Consent of the candidate to the processing of personal data
(pursuant to Article 7 GDPR)**

I consent to the processing of my personal data by Lodz University of Technology, the Controller of the data included in the following documents that I have submitted:

.....
.....

for the purpose of recruitment/employment*.

I hereby declare that I have been informed of the right to withdraw my consent at any time, effective as of the date of submission of the withdrawal of consent.

The Controller (or an authorised representative) has also informed me that the withdrawal of consent does not affect the lawfulness of the processing performed on the basis of the said consent prior to its withdrawal.

.....
(date and signature of the candidate)

* delete as appropriate