



Assistant professor (adjunct) in the group of research and teaching staff, Faculty of Organization and Management, Institute of Management/Division of Forecasting and Quantitative Analyses

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).

We expect the candidate to provide the following:

- PhD (or higher degree) diploma in one of the following disciplines: discipline of management and quality studies/economics and finance or discipline of management science/economics/finance according to the previous classification of fields and disciplines of science;
- Research interests focused on the application of statistics, econometrics and forecasting methods in social sciences, in management, economics and finance in particular;
- Proficiency in Polish and English, both spoken and written, due to the necessity to run classes and publish research works in both languages;
- Research output in the field of management and quality studies or in economics and finance;
- Experience in teaching classes at higher education institutions;
- Team work skills;
- Experience in applying for funds for research projects in national or international contests and the participation in teams realizing such projects.

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

The job offer concerns a position in the Division of Forecasting and Quantitative Analyses at the Institute of Management in the Faculty of Organization and Management of the Lodz University of Technology. Full-time position. The job is expected to start in October 2024 (possibly March 2025).

3. Description of the expected responsibilities and duties.

A person employed as an assistant professor (adjunct) in the group of the research and teaching staff will be required to conduct research in the discipline of management and quality studies or interdisciplinary research embracing the discipline of management and quality studies, present them, publish the results, and conduct, ongoing reporting in this regard, resulting from the university regulations.

The scope of tasks also includes conducting classes, computer labs and lectures in the area of statistics, basics of econometrics, operations research and forecasting, in both Polish and English, preparing required



Politechnika Łódzka

materials, and participating in other didactic activities indicated by the Head of the Institute or resulting from internal regulations. The employee's duties also include current organizational works, and activities related to the operations of the University.

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;
- 3) data Privacy Statement as provided in Annex no. 1.2;
- 4) consent to the processing of personal data, as provided in Annex no. 1.3;
- 5) list of scientific achievements (articles and completed research grants, especially those financed from external sources, research stays);
- 6) true copies/copies of diplomas;
- 7) other documents proving the qualifications.

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

Applications will be accepted until 30.06.2024 in electronic version. Please send documents and scans to the e-mail address: deanmngmt@adm.p.lodz.pl

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

In matters related to the job offer, please contact Ms. Alicja Musiał-Paczkowska, tel. 042 631 37 68. Documents and scans can be sent electronically to the e-mail address: deanmngmt@adm.p.lodz.pl

7. the expected date of the announcement of the decision: July 2024.



**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

4. Education (where required for specific duties or jobs)

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(name of school and graduation date)

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

5. Professional qualifications (where required for specific duties or jobs)

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(courses, postgraduate education, other forms of further development of knowledge and skills)

6. Employment history (where required for specific duties or jobs)

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(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

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Politechnika Łódzka

(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:

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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