Annex no. 1

to The OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT

**Assistant Professor in the group of research and teaching staff, Department of Semiconductor and Optoelectronic Devices**

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 almost 80 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 centers 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. Requirements for the candidate (description of the exact knowledge, qualifications, competences and professional experience)**

* doctorate in Technical Sciences in the scientific discipline of Automation, Electronics, Electrical Engineering, and Space Technologies
* scientific achievements in the field of electronics and renewable energy sources confirmed by publications
* knowledge in the field of electrical engineering confirmed by relevant studies
* proficiency in Polish and English, both spoken and written, allowing for research, teaching, and organizational activities
* pedagogical education confirmed by completed studies or an appropriate course
* experience in designing and handling micro photovoltaic installations and photovoltaic inverters confirmed by an appropriate certificate
* knowledge of software used in designing PV installations, in particular PV Sol Premium, PVsyst
* knowledge of applications and software used in conducting classes on renewable energy sources, particularly Kolektorek, GeoTSol, TSol
* knowledge of simulation and design environments for electrical and electronic systems, particularly Altium Designer, EasyEda, LTSpice
* practical skills in designing, assembling, and commissioning electronic systems, confirmed by completed courses or training in soldering through-hole, surface-mount, and BGA components
* electrical qualifications G1, minimum category E up to 1kV
* at least 5 years of documented professional experience working with youth as a teacher or academic teacher
* additional advantages may include:
  + category B driving license
  + ability to work in a team

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

* full-time, employment contract
* start date: 1 October 2024
* opportunity for professional development including upgrading and acquiring new skills

**3. Description of the expected responsibilities and duties:**

* conduction of scientific research
* publishing research results in national and international scientific journals and conferences
* applying and participating in national and international research projects
* cooperating in interdisciplinary scientific teams
* teaching, including active methods of the courses conducted in Polish and in English in the field of electronics and renewable energy sources
* participating in continuous professional development to improve teaching and research skills
* participation in the organisational work of the department

**4. List of 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, constituting Appendix No. 1.1 to the "OTM-R POLICY – OPEN TRANSPARENT SUBSTANTIVE RECRUITMENT PROCESS";

3) Clause on the protection of personal data, constituting Appendix No. 1.2 to the "OTM-R POLICY – OPEN TRANSPARENT SUBSTANTIVE RECRUITMENT PROCESS";

4) Consent to the processing of personal data, constituting Appendix No. 1.3 to the "OTM-R POLICY – OPEN TRANSPARENT SUBSTANTIVE RECRUITMENT PROCESS";

5) transcripts/copies of diplomas;

6) other documents confirming your qualifications.

**5. The place, manner, and deadline for submitting the documents:** Applications will be accepted until **11.08.2024** in electronic version.

Please send documents and scans to the Department e-mail address: [w2k23@adm.p.lodz.pl](mailto:w2k23@adm.p.lodz.pl). All required documents/attachments should be sent as PDF files (total size of attached files should not exceed 10 MB) with a note in the subject of the email: " Konkurs adiunkt K23".

**6. Contact person:**

Ewa Raj: [ewa.raj@p.lodz.pl](mailto:ewa.raj@p.lodz.pl), Agnieszka Strzelczyk-Komorowska [agnieszka.strzelczyk-komorowska@p.lodz.pl](mailto:agnieszka.strzelczyk-komorowska@p.lodz.pl)

**7. Expected date of the announcement of the decision:** 26.08.2024

Annex no. 1.1

to The OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT

**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)

1. Education (where required for specific duties or jobs) ………………………………….

(name of school and graduation date)

…………………………………………………………………………………………………

…………………………………………………………………………………………………

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

1. Professional qualifications (where required for specific duties or jobs………………….

…………………………………………………………………………………………………

…………………………………………………………………………………………………

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

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

…………………………………………………………………………………………………

…………………………………………………………………………………………………

…………………………………………………………………………………………………

(employment periods and jobs held at previous employers')

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

…………………………………………………………………………………………………

…………………………………………………………………………………………………

…………………………………………………………………………………………………

…………………………… ….…..……………………

(place and date) (signature of the applicant)

Annex no. 1.2

to The OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT

**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:

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)

Annex no. 1.3

to The OTM-R POLICY – OPEN TRANSPARENT MERIT-BASED RECRUITMENT

**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 authorized 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.