

Annex no. 1

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

## Assistant Professor, Research and Teaching Staff, Institute of Organic Chemistry of the Technical University of Lodz

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 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. The requirements to be met by the candidate (detailed description of the knowledge, qualifications, skills, and professional experience).
- Ph.D. degree in chemistry;
- documented experience in the synthesis of peptides, natural compounds, medicinal chemistry; scientific achievements in leading international journals;
- experience in working with natural, heterocyclic compounds, useful in medicine will be an additional asset;
- very good knowledge of spectroscopic methods and their application to the identification and analysis of organic compounds and their interactions with biomolecules;
- very good knowledge of chromatographic methods;
- very good knowledge in the use of conjugated techniques will be an additional asset,
- experience in conducting experiments allowing the selection of peptide fragments from native proteins will be an additional asset:
- ability to search chemical literature using databases such as: SciFinder, Reaxys, Scopus;
- fluent knowledge of Polish both spoken and written, due to the necessity of conducting classes and performing organizational and administrative tasks and English in speech and writing;
- ability to prepare scientific reports and public presentation of scientific results in Polish and English;
- experience in preparing manuscripts of publications;
- the long-term foreign internship planned in the near future in the field of organic synthesis/peptide chemistry will be an additional asset;
- experience in teaching/scientific supervision of graduates/students in the field of organic chemistry and peptide chemistry;
- ability to independently plan and organize experimental work,
- ability to work in a team.
- strong motivation and enthusiasm for conducting scientific research and further scientific development
- 2. Specification of the terms and conditions of employment and authority associated with the position.
- Full time
- The selected candidate will be employed for a period of 24 months (until 22.12.2026)
- Expected date of commencement of work: 23.12.2024
- 3. Description of the expected responsibilities and duties.

Tasks included in the scope of duties, including:

- Setting short- and long-term research goals;
- Conducting research in the field of organic synthesis and peptide chemistry, chemistry of natural compounds;
- Data analysis and preparation of reports on research implementation;
- Maintaining necessary documentation and reporting;
- Publishing research results;
- Conducting didactic classes and scientific supervision of graduate students;
- Preparing popular science presentations.

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- 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) other documents proving the qualifications.
- 5. the place, manner, and deadline for submitting the documents (as well as information concerning their return); Documents must be submitted to the Institute of Organic Chemistry of the Technical University of Lodz to an e-mail address: <a href="mailto:justyna.babska@p.lodz.pl">justyna.babska@p.lodz.pl</a> until the date of <a href="mailto:justyna.babs

Following a preliminary verification on the basis of the documents submitted, the selected candidates may be invited to an interview. Entries will be evaluated by the Selection Board.

- 6. contact person and postal and e-mail addresses to which documents or scans thereof may be forwarded; Additional information on the competition is provided by the Specialist Justyna Babska, e-mail: <a href="mailto:justyna.babska@p.lodz.pl">justyna.babska@p.lodz.pl</a>
- 7. the expected date of the announcement of the decision" 19.12.2024

#### Furthermore, as regards academic staff:

- 8. It is recommended that the notice include the following information materials for the candidate:
- 1) a description of the profile of the unit announcing the competition;
- 2) a description of the leading research undertaken in the unit;
- 3) other information that presents the unit in an appealing way and encourages the candidate to apply, as set out in the official form for employment opportunity advertisers provided as Annex no. 1.4 to OTM-R Policy Open Transparent Merit-Based Recruitment
- 9. If documents are to be sent by post, please include the words 'Job Application' on the envelope.







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
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
	e 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**

- 1. The administrator of your data processed as part of the recruitment process is Lodz University of Technology (address: 90-924 Lodz, 116 Żeromskiego St., phone: +48 42 631 29 29), represented by the Rector as the employer.
- 2. At the Lodz University of Technology you can contact the Data Protection Officer at: iod@adm.p.lodz.pl, phone: +48 42 631 20 39.
- 3. Lodz University of Technology will process your personal data to the extent indicated in the labor legislation for the purpose of the current recruitment procedure (Article 6(1)(b) of the GDPR), while other data, including contact data, on the basis of consent (Article 6(1)(a) of the GDPR), which may be revoked at any time.
- 4. Lodz University of Technology will process your personal data, also in subsequent recruitment of employees, if you give your consent (Article 6(1)(a) GDPR), which may be revoked at any time.
- 5. If the documents include data referred to in Article 9(1) of the GDPR, your consent to their processing will be required (Article 9(2)(a) of the GDPR), which may be revoked at any time. (Article 22 of the Labor Code and §1 of the Regulation of the Minister of Family, Labor and Social Policy of December 10, 2018 on employee records).
- 6. Personal data will be disclosed to persons acting under the authority of the controller and having access to personal data, processing them only on the instructions of the controller, unless required by European Union or Member State law.
- 7. Your data collected in the current recruitment process will be stored until the end of the recruitment process. In the case of your consent to the use of personal data for future recruitment, your data will be used until the end of the calendar year in which the recruitment process for which your application was submitted ended.
- 8. You have the right to:
  - a) the right to access your data and to receive a copy of it;
  - b) the right to rectify (correct) your personal data;
  - c) the right to restrict the processing of your personal data;
  - d) the right to delete your personal data;
  - e) the right to lodge a complaint with the President of the Personal Data Protection Office (to the address of the Personal Data Protection Office: 2 Stawki St., 00 193 Warsaw)

Information on data requirement: Your submitting personal data to the extent of Article 221 of the Labor Code is necessary to participate in the recruitment procedure. Your provision of other data is voluntary.

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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 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



