Annex no. 1

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

**Assistant professor in a group of research, Faculty of Process and Environmental Engineering**

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**
* Doctor of engineering degree in chemical engineering, environmental engineering, chemical technology, biotechnology, or similar.
* At least one year of laboratory work experience in research projects (after PhD graduation).
* Knowledge in the area of gas mixture separation processes (absorption/desorption) confirmed by the authorship of scientific publications in this area, an additional advantage will be knowledge of processes related to the use of rotating apparatus (using centrifugal force).
* Knowledge of the kinetics of physicochemical processes, confirmed by authorship of scientific publications in this area.
* Knowledge in numerical modeling with CFD is additional merit (knowledge of rotary domain modeling will be preferred).
* Experience in preparation of scientific reports and papers in English, supported with at least two publications in journals listed in the “Register of scientific journals and peer-reviewed conference proceedings” published by the minister of science and higher education.
* Communicative knowledge of the Polish language (e.g. cooperation with subcontractors/suppliers, the accounting department, and the procurement department of the Lodz University of Technology are required).
* English language on at least C1 level, knowledge of the Czech and/or German language will be additional merit.
* The Candidate must fulfill conditions specified in:

 - “Instructions for funding of tasks financed by the National Science Centre in the field of research projects”, an appendix to the Resolution of the Council of the National Science Centre no. 50/2023 from 11th May 2023.

 - “Instructions for granting scientific scholarships in research projects financed with resources of the National Science Centre”, an appendix to the Resolution of the Council of the National Science Centre no. 124/2022 from 1st December 2022.

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

* full-time,
* The appointed Candidate will be employed for a period of 34 months (up till 31st January 2028). The total amount of funds for the post-doc within the project’s budget is 140 000 PLN/year (brutto, brutto). The anticipated start date of the employment is April 1st 2025.

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

A post-doc appointed with this recruitment will partake in research tasks realized within a Polish-Czech-German project „Fundamental analysis of carbon dioxide absorption from biogas in rotating packed beds”, managed by Prof. Dr. Eng. Andrzej Górak.

The Candidate’s anticipated responsibilities include:

* Planning of experimental works and supervision of the required equipment modernization (in collaboration with suppliers/contractors/procurement department, etc.)
* Supervision of research work and analyses of samples obtained during absorption/desorption processes.
* Statistical analysis of the experimental data.
* Mathematical/numerical/CFD modeling of the absorption/desorption process in rotary packed reactors.
* Preparation of scientific publications according to requirements of chosen scientific journals, in Polish and English language.
* Preparation of information and popular science publications promoting the project (articles for the project’s website etc.).
* Preparation of periodic reports in Polish and English.

NCN funding scheme: OPUS

Panel: ST

Application deadline: March 7, 2025

Application form: e-mail

**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**

The documents should be sent by e-mail at andrzej.gorak@p.lodz.pl by March 7, 2025. All documents and appendices need to be submitted in PDF format (total size of the files should not exceed 10 MB).

The Candidates who fulfill the requirements may be invited for a personal interview. Information regarding the prospective interview will be emailed to the Candidate.

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

Additional information regarding the project is provided by the Principal Investigator – Prof. Dr. Eng. Andrzej Górak at andrzej.gorak@p.lodz.pl

**7. the expected date of the announcement of the decision**

March 17, 2025

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) ………………………………………………

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(name of school and graduation date)

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

1. 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)

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

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(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 ………………………………………………………………………………………..............

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(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**

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:
9. the right to access your data and to receive a copy of it;
10. the right to rectify (correct) your personal data;
11. the right to restrict the processing of your personal data;
12. the right to delete your personal data;
13. 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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 (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 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.

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 (date and signature of the candidate)

\* delete as appropriate