



**Assistant in a group of teaching and research workers,
at the Papermaking and Printing Center of the 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 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 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*.

The Centre of Papermaking and Printing of Lodz University of Technology (CPP) is the only independent scientific unit of a university in Poland dealing with teaching and research in the field of broadly understood engineering in the area of machinery and processing of plant cellulosic materials, paper materials production and converting, design and testing of cardboards and packaging, as well as printing. The Centre cooperates closely with the industry, design offices and other companies operating in the field of papermaking and printing, carrying out research, training, expertise and postgraduate studies for their needs.

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

- Master's degree in one of the following fields: mechanical engineering, materials engineering, papermaking and printing, or related fields,
- Excellent knowledge of the Polish language, both spoken and written, available for classes in this language,
- Advanced knowledge of English, which allows for use in writing scientific articles,
- Ability and availability to teach with students at both stationary and non-stationary form,
- Knowledge of ESKO software, knowledge of other software including graphic packages is welcome,
- Experience in operating a cutting and creasing plotter,
- Knowledge of paper metrology and the ability to conduct research in laboratory and industry on the properties of paper products and packaging, as well as in the field of printing technology,
- Readiness to new scientific challenges, taking into account CPP issues,
- Readiness to work in a team,
- Gaining access to new knowledge, verifying program content, and gaining access to new laboratories,

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

- Full time,



Politechnika Łódzka

- If it is legally permissible, selected candidate will be employed initially for a period of 12 months. After this time, if the Candidate meets the Employer's expectations, employment for an indefinite period is possible. Expected start date of the employment: October, 20, 2025.

3. Description of the expected responsibilities and duties.

The candidate selected through this competition will be employed as an assistant in a group of research and teaching staff within the Paper and Processing Machinery Team. This team is responsible for issues related to machine construction and operation, research on fluid mechanics and heat transfer in paper industry processes, and the design and testing of packaging material strength. They collaborate with other teams within the CPP on interdisciplinary projects.

Tasks included in the scope of responsibilities include:

- conducting classes with students on ESKO software, packaging component design, and paper and packaging metrology,
- conducting research within the Team,
- working on the preparation of scientific publications within the Team, in accordance with the requirements of the target scientific journals,
- participating in efforts to improve the quality of education in the "Papermaking and Printing" program,
- organizational work for the Papermaking and Printing Center entrusted by both the director of CPP,

Deadline for submitting offers: **2025-10-6; 12:00**

Form of submitting offers: **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 (as well as information concerning their return):

Documents should be sent electronically to the following e-mail address:

cpp@adm.p.lodz.pl by October 6, 2025 (12:00);

All required documents/attachments should be sent in the form of PDF files (the total size of the attached files should not exceed 10 MB).

Persons who meet the formal requirements may be invited to an interview.



Politechnika Łódzka

Information regarding a possible job interview will be sent to job applicants by e-mail.

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

Additional information about the competition can be obtained from the CPP secretariat:

cpp@adm.p.lodz.pl or

from the CPP director: konrad.olejnik@p.lodz.pl

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

10.10.2025 r.

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.

NOTE: The Advertiser reserves the right to invalidate the competition without giving any reasons.



**PERSONAL INFORMATION FORM FOR APPLICANTS FOR EMPLOYMENT AT
ŁÓDŹ 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
.....
.....
.....

.....
(place and date)

.....
(signature of the applicant)



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.

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



Candidate's consent to personal data processing under Article 7 GDPR

I consent to the processing of my personal data for the purpose and to the extent necessary to carry out the recruitment for the job in accordance with 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), publ. Official Journal of the EU L No. 119, p. 1. Consent is voluntary. Failure to give consent entails the inability to participate in the recruitment process. Consent may be withdrawn at any time, but without affecting the legality of the processing of personal data carried out on the basis of consent before its withdrawal.

.....
(date and signature of applicant)

* delete as appropriate