



Instructor/Assistant in the group of academic (teaching) staff (F/M), Sports Center of the Lodz University of Technology

Lodz University of Technology is one of the leading technical universities 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 at a European level, develops new technologies and fosters innovation in collaboration with the leading research centres worldwide. One of the pillars of Lodz University of Technology's management is equal treatment of staff regardless of gender, age, race or other demographic and social characteristics. In 2016, TUL became the first technical university in Poland to receive the HR Excellence in Research award confirming 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).
 - Master's degree in Physical Education or a related field, with pedagogical qualifications;
 - Documented experience in teaching physical education classes;
 - Certified qualifications to conduct fitness and/or aerobics classes;
 - Certified qualifications to conduct personal training and/or motor skills development training;
 - Proficiency in Polish sufficient to conduct teaching activities;
 - Very good command of the MS Office;
 - Working knowledge of English.
- 2.** Specification of the terms and conditions of employment and authority associated with the position.
 - Employment under a full-time employment contract, with the possibility of part-time employment;
 - Fixed-term employment, with the possibility of extension to an indefinite-term contract;
 - Expected start date: 1 October 2026;
 - Remuneration: the salary will be determined individually during the recruitment process, taking into account the candidate's experience and qualifications.
- 3.** Description of the expected responsibilities and duties.
 - Conducting teaching classes within various physical education specializations;
 - Leading a sports section in line with the candidate's qualifications;
 - Performing tasks arising from the unit's work plan and internal regulations;
 - Participating in the organizational activities of the unit and the University.
- 4.** List of the required documents:
 - 1) application for employment addressed 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;



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

Required documents should be submitted electronically to the following email address: **s3@adm.p.lodz.pl** no later than **24 May 2026**. All required documents/attachments should be submitted in **PDF format** (the total size of attached files must not exceed **10 MB**), with the following reference included in the subject line of the email: **"S3 Competition Instructor/Assistant (F/M) fitness/aerobics"**.

In the case of submitting documents by traditional mail, applications should also be delivered by **24 May 2026** to the following address: Centrum Sportu Politechniki Łódzkiej, Al. Politechniki 11, 93-590 Łódź, Budynek C4.

6. contact person and postal and e-mail addresses to which documents or scans thereof may be forwarded; Centre for Sports of the Lodz University of Technology, tel. +48 42 631 28 65, e-mail: s3@adm.p.lodz.pl

7. the expected date of the announcement of the decision: 26.05.2026

The outcome of the competition does not constitute the establishment of an employment relationship with the Lodz University of Technology. The final decision regarding employment will be made by the Rector, based on the recommendation of the selection committee. Candidates will be entitled to collect the documents submitted as part of the competition within **30 days** from the date of its conclusion.

8. Description of the profile of the unit announcing the competition:

The Sports Center of the Lodz University of Technology is a university-wide organizational unit whose main task is to organize and conduct educational and developmental activities in the field of physical culture and sport for students of the Lodz University of Technology. Additionally, the unit undertakes initiatives related to the organization and delivery of various sports and recreational activities, also within the Academic Sports Association Club of the Lodz University of Technology (AZS PŁ).

We offer:

- employment under an employment contract, on a full-time or part-time basis, for a fixed term with the possibility of extension to an indefinite period,
- opportunities for active professional development, improvement, and acquisition of new qualifications,
- work in an institution with an established position on the market, ensuring stable and attractive employment,
- a comprehensive social benefits package (including holiday subsidies, financial support for summer and winter holidays for children, travel subsidies, and access to the University's own leisure centers),
- a thirteenth salary (annual bonus),
- on-campus nursery and kindergarten at the Lodz University of Technology,
- parking facilities available on the campus of the Lodz University of Technology.

9. If documents are to be sent by post, please include the words 'Job Application/Podanie o pracę' on the envelope.

10. Additional information: *We have an internal procedure for reporting violations of the law and taking follow-up actions at the Lodz University of Technology.*



**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)
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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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.....

.....
(place and date)

.....
(signature of the applicant)



Information clause for employment candidates

In accordance with 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 individuals 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) OJ L 119, p. please be informed that:

1. The controller of the data is Lodz University of Technology with its seat in Łódź, at. ul. Żeromskiego 116, Tax Identification Number (NIP): 727-002-18-95, tel. +48 42 631 29 29 represented by the Rector.
2. The Data Protection Officer has been appointed at TUL (contact details: e-mail: iod@adm.p.lodz.pl, phone number: 42 631 20 39).
3. Your personal data to the extent indicated in the employment legislation will be processed for the purpose of the current recruitment procedure (Art. 6(1)(b) GDPR), while other data, including contact data, will be processed on the basis of consent (Art. 6(1)(a) GDPR), which can be revoked at any time.
4. Lodz University of Technology will process your personal data, also in subsequent staff recruitment, if you give your consent (Art. 6(1)(a) GDPR), which can be revoked at any time.
5. If the documents contain the 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 can be revoked at any time. Labour law provisions: Article 22 of the Polish Labour Code and §1 of the Regulation of the Minister of Family, Labour and Social Policy of 10 December 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 controller's instructions, unless required by European Union or Member State law.
7. Data retention period: Your data collected in the current recruitment process will be stored until the end of the recruitment process. If you have given your consent to the use of your 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 has ended.
8. You are the holder of the following entitlements:
 - 1) the right to access your data and to receive a copy of it
 - 2) the right to rectify (amend) your personal data;
 - 3) the right to restrict the processing of your personal data;
 - 4) the right to erasure of your personal data;
 - 5) the right to lodge a complaint with the President of the Office for Personal Data Protection (to the address of the Office for Personal Data Protection, ul. Stawki 2, 00 - 193 Warsaw)
9. Information on the requirement to provide data: Your provision of personal data in the scope resulting from Article 22¹ of the Polish Labour Code is necessary to participate in the recruitment procedure. Your provision of other data is voluntary.

.....
(signature of candidate for employment)



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Appendix 1.3
to the 'OTM-R POLICY - OPEN TRANSPARENT MERIT-BASED RECRUITMENT PROCESS'

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.

I would like to inform you that I have/I have not* been presented with the salary range for the position mentioned in the advertisement.

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

* delete as appropriate