



## **Assistant in the Teaching Staff Group (F/M) at the Center for Mathematics and Physics Education**

Lodz University of Technology (TUL) is one of the leading technical universities in Poland. It has over 80 years of tradition and experience in educating professionals and conducting scientific research. The University is an attractive business partner and cooperates with major companies in Poland and abroad. It conducts scientific research and develops new technologies and patents in collaboration with leading research institutions worldwide.

One of the management principles adopted by Lodz University of Technology is the equal treatment of employees regardless of their 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 applies the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

### **1. Essential requirements**

- A university degree in mathematics;
- A Master's degree or higher;
- Willingness to conduct teaching activities in English.

#### **Additional requirements**

- Critical-thinking and effective problem-solving skills;
- Ability to work as part of a team and strong communication skills;
- Ability to take initiative and act consistently and persistently;
- Proficiency in English sufficient to conduct classes.

### **2. Employment conditions**

- Employment under a fixed-term contract, on a full-time or part-time basis, with the possibility of extension to an open-ended contract.
- Proposed employment start date: 1 October 2026;
- Gross salary range: PLN 6,000–6,500;
- Opportunities for promotion;
- Opportunities for active professional development and for improving and acquiring new qualifications.

### **3. Expected duties and responsibilities**

- Conducting classes in Polish and English;
- Assessing students' progress by organising written and oral examinations, as well as midterm tests;
- Organising classes and ensuring the quality of the teaching process;
- Holding office hours for students;
- Performing organisational duties for the benefit of the unit;
- Continuing professional development.

### **4. Required application documents**

- An application for employment addressed to the Rector of Lodz University of Technology;
- A CV;
- A personal questionnaire for applicants seeking employment at Lodz University of Technology, constituting Appendix 1.1 to the "OTM-R Policy – Open, Transparent and Merit-Based Recruitment Process";
- A personal data protection clause, constituting Appendix 1.2 to the "OTM-R Policy – Open, Transparent and Merit-Based Recruitment Process";



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- Consent to the processing of personal data, constituting Appendix 1.3 to the "OTM-R Policy – Open, Transparent and Merit-Based Recruitment Process";
- Certified copies or photocopies of diplomas;
- Other documents confirming the applicant's qualifications.

## 5. Place, form and deadline for submitting applications

Application documents may be submitted electronically to the email address of the Secretariat of the Center for Mathematics and Physics Education: [cmf@adm.p.lodz.pl](mailto:cmf@adm.p.lodz.pl)

Applications may also be submitted by post or delivered in person to the following address:

Center for Mathematics and Physics

Lodz University of Technology

al. Politechniki 11

93-590 Łódź, Poland

The application deadline is 21 September 2026. The date on which the documents are received by the Center for Mathematics and Physics Education will be considered decisive.

Applicants may collect the documents they submitted in connection with the recruitment procedure within 30 days of the date on which the competition is concluded.

Applicants who meet the formal requirements will be invited to an interview. Information concerning the interview will be sent to applicants by email.

The organiser of the competition reserves the right to cancel the recruitment procedure without stating a reason. The conclusion of the competition does not constitute the establishment of an employment relationship with the University.

## 6. Contact details

[cmf@adm.p.lodz.pl](mailto:cmf@adm.p.lodz.pl)

## 7. Expected date of the conclusion of the competition

23 September 2026

## 8. Description of the unit announcing the competition

The Center for Mathematics and Physics Education of Lodz University of Technology (CMF) is a university-wide organisational unit of Lodz University of Technology. It was established by a resolution of the Senate of Lodz University of Technology dated 10 December 2003. Its founder and first Director was Dr Andrzej Just, who held this position until 30 September 2023.

The Center is responsible for conducting mathematics and physics classes for the needs of the basic organisational units of Lodz University of Technology, including faculties, interfaculty colleges, non-faculty organisational units, and the International Faculty of Engineering, also known as the International Education Centre, where classes are conducted in English and French.

The basic organisational units of the Center for Mathematics and Physics Education are its teaching teams: three mathematics teams and one physics team. The Center's teaching activities include not only direct classes with students, but also e-learning activities. Teaching staff prepare electronic materials that are made available through the Wikamp and Port platforms.

The Center has two laboratories: the Physics Laboratory for students of Lodz University of Technology, established in 2005, and the Computer Laboratory.

CMF makes its laboratories available to primary and secondary school students and teachers by organising demonstrations of engaging experiments, accompanied by discussions and explanations of the observed phenomena.

The Center cooperates with partner schools by organising lectures in mathematics and physics, including the recurring Mathematics and Physics Week at Lodz University of Technology. During this event, school students spend a week at the University and participate in activities prepared especially for them.

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90-924 Łódź, ul. Żeromskiego 116

tel. 42 636 55 22, fax: 42 636 56 15, [www.p.lodz.pl](http://www.p.lodz.pl)



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CMF also organises preparatory courses for the secondary-school final examinations in mathematics and physics, as well as online classes. The Center supports the Public High School of Lodz University of Technology by providing academic supervision and access to laboratory facilities.

The Mathematics Computer Laboratory conducts classes as part of the Children's University of Lodz University of Technology.

The Center is also home to the GeoGebra Academy, which forms part of the International GeoGebra Institute, a non-profit organisation. The Academy promotes innovative teaching methods based on the GeoGebra mathematical software.

### **9. Applications submitted by post**

When submitting application documents by post, the envelope must be marked:  
"Job applicant's application"

### **10. Additional information**

Lodz University of Technology has an internal procedure for reporting breaches of law and undertaking follow-up action.

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**

Politechnika Łódzka  
90-924 Łódź, ul. Żeromskiego 116  
tel. 42 636 55 22, fax: 42 636 56 15, [www.p.lodz.pl](http://www.p.lodz.pl)



HR EXCELLENCE IN RESEARCH



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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 .....  
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.....  
.....

.....  
(place and date)

.....  
(signature of the applicant)

Appendix 1.2  
to the 'OTM-R POLICY - OPEN TRANSPARENT SUBSTANTIVE RECRUITMENT PROCESS'.

## Information clause for employment candidates



## Politechnika Łódzka

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](mailto: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 22<sup>1</sup> 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)



### **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