



HR EXCELLENCE IN RESEARCH

FORM FOR EMPLOYERS

INSTITUTION	UNIVERSITY OF WARSAW, FACULTY OF PHYSICS
CITY	WARSAW, POLAND
POSITION	Assistant professor
GROUP	Research
DISCIPLINE	astronomy
NUMBER OF POSITIONS	1
POSTED	06.12.2024
EXPIRES	04.02.2025
WEBSITE	www.fuw.edu.pl , www.astrouw.edu.pl
KEY WORDS	Astronomy, astrophysics

DESCRIPTION (field, expectations, comments):

The candidates have to conform to the conditions stated in art. 113 of Higher Education Law dated 20.07.2018 (Journal of Laws of the Republic of Poland 2024, item 1571 with further amendments).

We are looking for a candidate for a researcher for the NCN project entitled “Shedding Light on the Dark Milky Way: from Dark Matter to Astrophysical Black Holes” No. UMO-2023/51/D/ST9/00187 carried out by Dr. Przemysław Mróz at the Astronomical Observatory of the University of Warsaw. We offer full-time employment under an employment contract of up to 24 months, no longer than until October 1, 2027. In the event of an extension of the project, employment extension is possible.

Requirements:

- PhD in Astronomy or Astrophysics,
- experience in modeling gravitational microlensing events, supported by publications in referred journals,
- experience in working with photometric data,
- ability to work in a team.

In addition, experience with using the *Gaia* data will be an advantage.

Key responsibilities:

The main goal of the project is to use gravitational microlensing as a tool for searching for and studying neutron stars and black holes. The candidate will analyze observations of gravitational microlensing events collected by the OGLE survey (photometric data) and the Gaia satellite (photometric and astrometric data). The candidate is expected to publish their results in refereed journals and collaborate with the project team.

Conditions of employment:

Employment under a full-time fixed-term employment contract. The preferred start date of the employment is August 1st, 2025. Work at the Astronomical Observatory of the University of Warsaw, Al. Ujazdowskie 4, 00-478 Warszawa.

Additional information:

The candidate must meet the conditions established by the National Science Center for people employed in a post-doc position. In particular, the person employed in this position obtained a doctoral degree in the year of employment in the project or in the period of 7 years before January 1 of the year of employment in the project. This period may be extended by the time spent on long-term (over 90 days) documented sickness benefits or rehabilitation benefits due to incapacity for work. Additionally, this period may be extended by the number of months spent on leave related to the care and upbringing of children granted on the terms set out in the Labor Code, and, in the case of women - by 18 months for each born or adopted child, if this method of indicating breaks in a scientific career is more favourable. The employment will take place in accordance with the NCN regulations, in particular, the employed person must meet all of the following conditions:

- the project manager was not the supervisor or auxiliary supervisor of her doctoral dissertation;
- obtained a doctoral degree in an entity other than the entity where employment in this position is planned, or completed at least 10 months of continuous and documented postdoctoral internship in an entity other than the entity implementing the project and in a country other than the country of obtaining the doctoral degree;
- during the period of receiving this remuneration, he will not receive any other remuneration from funds allocated as direct costs from research projects financed in NCN calls;
- during the period of receiving this remuneration, he will not receive remuneration from another employer under an employment contract, including from an employer based outside Poland;
- during the period of receiving this remuneration, he will not receive retirement benefits from the social security system;
- will be employed for a period of not less than 6 months.

Candidates interested in working should submit the following documents to the Director of the Astronomical Observatory or by e-mail ([hiring@astrouw.edu.pl](mailto: hiring@astrouw.edu.pl)):

1. Employment application - in PDF format with a scanned signature.
2. Information on the processing of personal data - information clause and consent clause - form attached to the announcement - also available at: https://bsp.adm.uw.edu.pl/wp-content/uploads/sites/18/2020/07/Kluczula-informacyjna-przy-rekrutacji-do-pracy_11_2019-1.docx in PDF format with a scanned signature.
3. CV with a list of publications.
4. Description of scientific interests and plans.
5. A copy of the doctoral diploma.
6. Two letters of recommendation (they should be sent directly to [hiring@astrouw.edu.pl](mailto: hiring@astrouw.edu.pl)).
7. Statement on accepting the rules for job applications for a position of an academic teacher at the University of Warsaw (available on the website <https://www.fuw.edu.pl/dokumenty-i-formularze.html>) - in PDF format with a scanned signature.

Documents 1-3 should be signed. In the case of e-mail applications, they must be sent in PDF format with a scanned signature.

When applying for employment, the selected candidate is obliged to submit original documents.

The competition will be concluded by April 1, 2025. The candidates will be notified individually by e-mail about the date of a possible interview with the Faculty Council competition committee.

Candidates will be notified of the competition results by e-mail.

The competition is the first stage of the employment procedure for the position of an academic teacher, and its positive result constitutes the basis for further proceedings.

Information about the Internal Reporting Procedure at the University of Warsaw pursuant to the Act of June 14, 2024 on the procedure for whistleblowers:

The University of Warsaw has a procedure for reporting rights violations - Internal reporting procedure, attached to Ordinance No. 94 of the Rector of the University of Warsaw dated 17 September 2024 on the procedure for whistleblowers reporting cases of law violation at the University of Warsaw and for undertaking follow-up actions, published and available in Monitor UW 2024, item 266.

Name and Surname

Information on personal data processing

Controller

Controller of your personal data processed in connection with the recruitment process is the University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa, as the Employer.

Contact with the controller:

- by traditional mail at: University of Warsaw, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa (name the organizational unit to which your letter is addressed);
- by phone: 22 55 20 355.

Data Protection Officer (DPO)

Controller has designated Data Protection Officer whom you may contact via email at iod@adm.uw.edu.pl. You may contact the DPO in all matters relating to your personal data processing by the University of Warsaw and the exercise of rights in relation to the processing of personal data.

The DPO, however, does not proceed other matters, like handling recruitment procedures, collecting recruitment documents, providing information on current recruitment process.

Purpose and legal grounds of data processing

Personal data of candidates for employment shall be processed for recruitment purposes only.

Your personal data shall be processed in the scope as indicated by employment law¹ (*given name (names) and family name, date of birth, contact information as provided, education, professional qualifications, previous employment*) for the purposes of this recruitment process², whereas other data³ shall be processed based on your consent which may take the following wording:

I agree to the processing of personal data provided in (e.g. CV, cover letter, and other submitted documents) by the University of Warsaw for realising my recruitment process.

If your documents include data as mentioned in Art. 9 section 1 of the GDPR (special categories of personal data), processing shall be possible upon your consent to processing such data⁴ which may take the following wording:

I agree to the processing of special categories of personal data, as mentioned in Art. 9 section 1 of the GDPR, provided in (e.g. CV, cover letter, and other submitted documents) by the University of Warsaw for realising my recruitment process.

The University of Warsaw shall be also processing your personal data in future recruitment processes upon your consent⁵ which may take the following wording:

¹ Art. 22¹ of the law of June 26, 1974 Labour Code (i.e. Journal of Laws 2019 item 1040 with subsequent changes);

² Art. 6 section 1 letter b of the Regulation of the European Parliament and the Council (EU) 2016/679 of April 27, 2016 on protection of individual persons with regard to the personal data processing and on the free flow of such data, and also repealing Directive 95/46/EC (general regulation on data protection) (Official Journal EU L 119 of 04.05.2016, page 1, with subsequent changes) (hereinafter as the GDPR);

³ Art. 6 section 1 letter a of the GDPR;

⁴ Art. 9 section 2 letter a GDPR;

⁵ Art. 6 section 1 letter a GDPR;

I consent to processing of my personal data for the purposes of any future recruitment processes at the University of Warsaw for the period of the next nine months.

You may revoke all such consents at any time by, for example, sending an email at [hiring@astrouw.edu.pl](mailto: hiring@astrouw.edu.pl)

Be advised that the revocation of your consent does not affect legal compliance of processing which had been completed upon consent before its revocation.⁶

Data retention period

Your personal data collected in this recruitment process shall be stored over the period of three months from the date the recruitment process is completed.

In case you agree to process your data in future recruitments, your data shall be used over the period of nine months.

Data recipients

Officers authorized by the Controller shall have access to your personal data, the processing of which is in the scope of their duties.

Recipients of personal data may be other subjects obligated by the Controller to provide specific services involving data processing, like members of the competition committee.

(name all recipients of data)

Data transfer outside the European Economic Area (EEA)

Your personal data shall be disclosed to subjects authorized by law. Signing-in is through Google Forms. Your personal data may be also processed by our provider of G-Suit for education by Google Company in their data processing centres.⁷ Your data shall be protected under the standards of the Privacy Shield, accepted by the European Commission.⁸ This shall guarantee an adequate level of data security.

Rights of the data subject

Under the GDPR data subjects have the following rights:

- *to access data and to receive copies of the actual data;*
- *to correct (rectify) your personal data;*
- *to restrict processing of personal data;*
- *to erase personal data, subject to provisions of Art. 17 section 3 of the GDPR;*
- *to file a claim with the [President of the Personal Data Protection Office, if you](#) believe data processing violates law.*

Information on the requirement to provide data

Providing your personal data in the scope resulting from law is necessary to participate in the recruitment process. Providing other personal data is voluntary.

.....
place and date

.....
applicant's signature

⁶ Art. 7 section 3 GDPR;

⁷ <https://www.google.com/about/datacenters/inside/locations/index.html>

⁸ <https://www.privacyshield.gov>