

Warsaw, 10.11.2020 r.

WCH.1210-8/2020

JOB OFFER

Position in the project:	Young doctor (scientific assistant)
Scientific discipline:	The person employed in this competition will be responsible for conducting research in the field of exact and natural sciences as part of the project, in the discipline of chemical sciences, specializing in organic chemistry.
Job type:	Job contract
Number of job offers:	1
Remuneration/ amount/month:	~7700 PLN (gross)/month (health insurance and social benefits included) + 13 th salary
Position starts on:	01.02.2021
Maximum period of contract agreement:	12 months (with possible extension)
Institution:	Organometallic Synthesis Laboratory, The University of Warsaw Biological and Chemical Research Centre (CNBCh UW), Warsaw
Project leader:	Prof. dr hab. eng. Karol Grela
Project title:	Catalysis for the Twenty-First Century Chemical Industry <i>Project is carried out within the TEAM-TECH programme of the Foundation for Polish Science..</i>
Project description:	The goal of the project is to perform research on design and to test methods related to intensification of chemical production, immobilisation of well-defined organometallic catalysts, enabling technologies, decrease of metal loading and amount of waste produced.
Key responsibilities include:	Post-doc (young doctor) will obtain a number of NHC-onium tagged ruthenium and gold catalysts and screen them in selected reactions, using classical and green solvents with the help of various enabling techniques (i.e. ball mill, microwave reactor). The catalysts will be immobilised on selected solid supports, such as zeolites, metal-organic frameworks (MOF) and nanoparticles, thoroughly characterised and tested in batch and continuous flow conditions.
Profile of candidates/requirements:	<ol style="list-style-type: none"> 1. PhD degree in organic chemistry, organometallic chemistry or similar, defended no sooner than 5 years before employment date; 2. Very good knowledge of organic synthesis or organometallic chemistry, especially Ru chemistry; 3. Knowledge of databases (Reaxys, SciFinder);

	4. Knowledge of analytical techniques utilized in organic chemistry (NMR, MS, IR, HPLC); 5. Very good knowledge of English; 6. Fast learning ability;
Required documents:	1. Completed Application Form (please use the provided form available at: www.karolgrela.eu + CV); 2. A copy of PhD diploma; 3. Consent clause on the processing of personal data (below); 4. Declaration of the acceptance of the competition rules at the University of Warsaw (below).
We offer:	An interesting work in a young, dynamically developing team, under the guidance of world-class specialists. Familiarization with modern methods of conducting chemical reactions, as well as the process of commercialization of research results.
For more details about the position please visit:	www.karolgrela.eu
Please submit the following documents to:	Submission (in one pdf file named in a format <code>sur-name_name.pdf</code>) to email address: karol.grela@gmail.com . <u>In the subject line of your email please place: TEAM-TECH Post-doc Surname Name.</u>
Application deadline:	10.12.2020
Euraxess job/stipend offer:	https://www.euraxess.pl/jobs/157975

The candidate must meet the requirements of art. 113 of the Act - Law on Higher Education and Science dated July 20, 2018 (consolidated text: Journal of Laws of 2020, item 85)

Documentation submitted by the candidates will be evaluated by a committee chaired by the project manager, prof. dr hab. eng. Karol Grela. Selected candidates will be informed about the date of the interview by e-mail until 12.12.2020. The results of the competition will be given by e-mail to selected candidates till 14.01.2021.

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

.....
given and family name

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.

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;

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:

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 karol.grela@gmail.com (email address due for the recruitment process).

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

Foundation for Polish Science

(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.

⁴ Art. 9 section 2 letter a GDPR;

⁵ Art. 6 section 1 letter a GDPR;

⁶ Art. 7 section 3 GDPR;

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

⁸ <https://www.privacyshield.gov>

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

.....
Name and surname

Declaration

I hereby declare that I have read and accept the rules of conducting competitions for the position of an academic teacher available on the website of the Faculty of Chemistry of the University of Warsaw.

Date and signature:.....