

PROCES REKRUTACJI I SELEKCJI PRACOWNIKÓW AKADEMICKICH
Ogłoszenie/Job Offer

Tytuł/ Title*	Assistant at the Faculty of Business and International Relations Profile: didactic or research and didactic, field: social sciences, discipline: Political Science and Public Administration				
Opis oferty/ Offer Description*	<p>Vistula University is looking for a teaching or research and teaching employee to conduct classes and research*.</p> <ul style="list-style-type: none"> conducting classes in Polish and English in the field of International Relations; supervision of diploma theses development; reviewing diploma theses and participating in committees conducting diploma examinations; publishing research results in high-ranked scientific journals and monographs; organization of the didactic process. <p>*applies to research and didactic staff</p>				
Profile naukowców/ Researcher Profiles* (proszę wstawić "X" pod wybranym profilem)	Badacz pierwszego etapu (R1) / First Stage Researcher (R1)	Uznany badacz (R2) / Recognised Researcher (R2)	Główny naukowiec (R3)/ Established Researcher (R3)	Główny badacz (R4) / Leading Researcher (R4)	
	X				
Dziedzina nauki/ Research field*	Social sciences/ Political Science and Public Administration				
Rodzaj umowy/ Job Status* (proszę wstawić "X" pod wybranym rodzajem umowy)	Full-time	Part-time	Negotiable	Other	Not Applicable
	X				
Typ umowy/ Type of Contract* (proszę wstawić "X" pod wybranym typem umowy)	Permanent	Temporary	To be defined	Other	Not Applicable
	X				
Liczba godzin pracy w roku akademickim/ Number of working hours in the academic year*	About 280h				

Termin składania wniosków/ Application Deadline* (np. 28-03-2019 10:00 PM)	10.07.2023 r. 00:00	
Strefa czasowa/ Timezone* (np. Warsaw GMT+01:00)	Warsaw (GMT+01:00)	
Przewidywana data rozpoczęcia pracy/ Envisaged Job Starting Date (np. 01-10-2019)	01.10.2023 r.	
Czy praca jest finansowana z unijnego ramowego programu badań? / Is the job funded through a EU Research Framework Programme?*	Not funded by the EU program.	
	Nd	
Jeżeli tak, proszę podać numer referencyjny/ Reference Number		
Jak aplikować/ How to Apply*	Email vistula.hr.cv@vistula.edu.pl	Strona Internetowa/website vistula.edu.pl/en/university/career-at-the-university

Krok 2a – Informacje o zatrudnieniu / miejscu pracy
(Proszę o wypełnienie w języku angielskim oraz polskim)

Nazwa Organizacji/ Organisation*	Vistula University
Typ organizacji/ Organisation Type*	University
Wydział/ Department	Faculty of Business and International Relations
Kraj/ Country*	Poland
Ulica/ Street	Stokłosa 3
Miasto/ City	Warsaw
Kod pocztowy/ Postal Code	02-787
Strona internetowa/	

Website	vistula.edu.pl/en
E-mail do osoby kontaktowej/ Contact Person Email	vistula.hr.cv@vistula.edu.pl
Telefon/ Phone	+48 22 45 72 357
Telefon komórkowy/ Mobile phone	
Faks/ Fax	

Krok 2b – Lokalizacja pracy

(Proszę o wypełnienie w języku angielskim oraz polskim)

Liczba dostępnych miejsc pracy/ Number of positions available	2
Nazwa Organizacji/ Organisation*	Vistula University
Kraj/ Country*	Poland
Ulica/ Street	Stokłosa 3
Miasto/ City	Warsaw
Kod pocztowy/ Postal Code	02-787

Krok 3a – Wymagany poziom wykształcenia

(Proszę o wypełnienie w języku angielskim oraz polskim)

Umiejętności i kwalifikacje/ Skills and Qualifications	<ul style="list-style-type: none"> documented higher education with a master's degree or equivalent, obtained in the field of International Relations; experience and scientific achievements in the field of Political Science and Public Administration; preparation to conduct scientific research in the field of Political Science and Public Administration; teaching experience confirmed by conducting classes in the scope of the study program of International Relations; fluency in English sufficient to conduct classes in this language.
Dodatkowe wymagania/ Specific Requirements	<ul style="list-style-type: none"> two years of teaching experience in conducting classes in Polish and English in the field of International Relations.

Wymagane języki/ Required Languages	Język/Language:	Poziom/Level:
	1. Polish 2. English 3. 4.	1. Native 2. Fluent 3. 4.

Krok 3b - Wymagane doświadczenie badawcze
(Proszę o wypełnienie w języku angielskim oraz polskim)

Zakres badań / Research field	<ul style="list-style-type: none"> experience in conducting scientific research; meeting the requirements set out in the Law on Higher Education of July 20, 2018. (Journal of Laws 2018. 1668 as amended).
Lata doświadczeń badawczych/ Years of Research Experience	

Krok 4 – Dodatkowe informacje
(Proszę o wypełnienie w języku angielskim oraz polskim)

Dodatkowe korzyści/ Benefits	<ol style="list-style-type: none"> Didactic and training trips under the Erasmus+ Programme Participation in trainings organized for individual groups of employees (fully financed by the employer) Access to additional benefits <ul style="list-style-type: none"> medical care - Allianz, Enelmed, PZU life insurance, free underground parking, physician available at the University site, co-financing for glasses, discounts on meals in the University canteen, 50% co-financing for the Multisport card.
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<p>Kryteria kwalifikacji/ Eligibility criteria</p>	<p>DIDACTIC AREA:</p> <ul style="list-style-type: none"> • thematic alignment of classes conducted in Polish to the needs of the University • fluency in English sufficient to conduct classes in this language • practical experience • certificates/opinions/references <p>RESEARCH AREA*: Scientific and artistic level of conducted research activity:</p> <ul style="list-style-type: none"> • scientific papers • scientific monographs • patents for inventions, protection rights for utility models <p>Financial effects of scientific research and development works:</p> <ul style="list-style-type: none"> • projects financed under a competitive procedure – by foreign institutions, international organizations • commercialization of the results of scientific research or development work • research services commissioned by entities not belonging to the higher education and science system <p>Impact of research activity on the functioning of society and the economy</p> <ul style="list-style-type: none"> • description of the impact indicating the relationship between the most important manifestations of research activity in a given entity and the economy, health care, culture and art, protection of the natural environment, state security and defense or other factors that affect the civilizational development of society <p>*applies to research and teaching staff</p>
<p>Proces selekcji/ Selection process</p>	<p>Please, send your application documents for the above-mentioned position to the following address: vistula.hr.cv@vistula.edu.pl</p> <ul style="list-style-type: none"> • list of scientific achievements, participation in projects (with specified number of ministerial points for each publication); • application to the Rector of Vistula University for employment in the above-mentioned position; • CV, personal questionnaire, statement on the field and discipline, documents confirming obtaining a master's degree or an equivalent title; • documents confirming practical achievements; • statement that Vistula University will be the primary place of work on the date of employment; • declaration of full legal capacity and the exercise of full public rights.

Dodatkowe komentarze/
Additional comments

The competition will be settled no later than within 3 months of its announcement.

Information on the competition can be obtained from the HR Department, Stokłosy 3, 02-787 Warsaw, room 23, phone +224572375
Vistula University reserves the right to close the competition without selecting a Candidate.

Each candidate will receive appropriate feedback by e-mail about the results of the competition within 3 months of its announcement from the address vistula.hr.cv@vistula.edu.pl