

Annex no. 1

to the Chancellor’s order no. 16/2023

of 20 February 2023

**ANNOUNCEMENT FORM**

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| Competition announcement date | At least 30 days before the recruitment is finished |
| Competition organiser | Vice Rector, Dean, Director |
| University address | Aleja Mickiewicza 21, 31-120 Kraków |
| Position / group of employees | position, e.g. a professor/research worker, research & teaching worker, teaching worker |
| Unit (work location) | Enter the name: faculty, chair, unit, work location address |
| Field | Does not apply to teaching workers |
| Discipline | Does not apply to teaching workers |
| Number of vacancies |  |
| Form of employment | e.g. a contract of employment |
| Working hours | full time, part time, e.g. 3/4rd of full time |
| Planned employment term | e.g. a contract for specified period, for a non-specified period, (project duration from... to...) |
| Anticipated date of the work commencement | e.g. starting from winter or spring semester, not applicable to a project-related employment |
| Remuneration | Rules of remuneration in the University of Agriculture in Kraków, Annex no. 1, <https://urk.edu.pl/zasoby/23/zr_8_1_1_2020.pdf>;  Order on the minimum monthly basic salary for a public university professor  <https://www.dziennikustaw.gov.pl/D2023000001601.pdf> |
| Eligibility criteria | The competition may be entered by people meeting the requirements stipulated in Article 113, 116(2)(3) of the Act of 20 July 2018 Law on Higher Education and Science  <https://urk.edu.pl/zasoby/77/oswiadczenie_nauczyciela_art_113.doc>  who fulfill the following eligibility criteria as per the Charter of the University of Agriculture:  <https://bip.malopolska.pl/urkrakow,a,2218877,statut-uniwersytetu-rolniczego-im-hugona-kollataja-w-krakowie-obowiazujacy-od-1-stycznia-2023-r-teks.html> |
| Mandatory requirements | (to be filled in by the competition organiser, starting with lowercase, separated by a semicolon)  1………………………………………………………………………………………………………………………...;  2…………………………………………………………………………………………………………………………;  [2023 | BIP Uniwersytet Rolniczy im. Hugona Kołłątaja w Krakowie](https://bip.malopolska.pl/urkrakow,a,2227492,zarzadzenie-nr-92023-rektora-uniwersytetu-rolniczego-im-hugona-kollataja-w-krakowie-z-dnia-25-styczn.html) |
| Desirable requirements | (to be filled in by the competition organiser, starting with lowercase, separated by a semicolon)  1…………………………………………………………………………………………………………………………;  2…………………………………………………………………………………………………………………………;  [2023 | BIP Uniwersytet Rolniczy im. Hugona Kołłątaja w Krakowie](https://bip.malopolska.pl/urkrakow,a,2227492,zarzadzenie-nr-92023-rektora-uniwersytetu-rolniczego-im-hugona-kollataja-w-krakowie-z-dnia-25-styczn.html) |
| Additional requirements | (to be filled in by the competition organiser, starting with lowercase, separated by a semicolon)  1…………………………………………………………………………………………………………………………;  2………………………………………………………………………………………………………………………...;  [2023 | BIP Uniwersytet Rolniczy im. Hugona Kołłątaja w Krakowie](https://bip.malopolska.pl/urkrakow,a,2227492,zarzadzenie-nr-92023-rektora-uniwersytetu-rolniczego-im-hugona-kollataja-w-krakowie-z-dnia-25-styczn.html) |
| Scope of duties / job description | based on the Work Regulations of the University of Agriculture in Kraków, the scope of tasks and duties of an academic teacher  <https://bip.malopolska.pl/urkrakow,a,1676968,zarzadzenie-nr-1752019-rektora-ur-w-krakowie.html> |
| What we offer | 1. Stable employment;  2. Academic support, the qualification improvement and professional development opportunity;  3. Access to research infrastructure;  4. Benefits in the form of e.g. MultiSport membership, sports classes, possibility to benefit from healthcare service packages and group insurance;  5. Extra social benefits. |
| Required application documents | 1. CV;  2. Personal form; [Kwestionariusz osobowy dla osoby ubiegającej się o zatrudnienie (urk.edu.pl)](https://bso.urk.edu.pl/zasoby/77/kwestionariusz_kandydat.pdf)  3. Copies of the university diploma;  4. A copy of the PhD or post-doctoral diploma, if the applicant has it;  5. Information on the academic, teaching and organisational achievements.  Filled-in, signed statements:  1. a statement claiming that the University of Agriculture will be the basic place of employment once the employment is started; <https://urk.edu.pl/zasoby/77/osw_podstawowe_msc_pracy.pdf>  2. Statement under Article 113 of the Law on Higher Education and Science; <https://urk.edu.pl/zasoby/77/oswiadczenie_nauczyciela_art_113.doc>  3. GDPR information clause for candidate employees;  <https://iod.urk.edu.pl/zasoby/184/klauzula_art13_rekrutacja_pracownikow.pdf> |
| Additional application documents | e.g. a list of publications (including the publishing house and number of pages), information on any teaching classes, review of the PhD dissertation or post-doctoral thesis etc. |
| Competition procedure course | The first step of the competition procedure is the formal verification of the submitted documents. The applications which are successfully verified in terms of formal aspects are subject to subject-matter assessment which may entail an interview (face-to-face or using electronic communication channels), after the date is agreed with the applicant. A negative assessment of the competition jury may be appealed against no later than 7 days after being notified thereof.  The competition resolution is not equivalent to employment as the final decision on establishing the employment relationship is made by the University President. |
| Application submission format | By ordinary mail to  University of Agriculture in Kraków  Aleja Mickiewicza 21 31-120 Kraków  with a note …………………………………………………………………………..  By e-mail to…………......................................, subject |
| Application submission deadline |  |
| Anticipated competition resolution date |  |
| The way of notifying of the competition results | By e-mail |
| Questions to the competition organiser | Any further questions should be addressed to ……….……… to the e-mail address………..  (person) |