

We invite applications for a
technician/engineer position

for a MSc student (undergraduate)

in dr Jan Stanek's group under a grant

“Novel methods for dynamics and structural studies of biomolecules by Nuclear Magnetic Resonance in the solid-state with ultrafast magic-angle spinning”

in the framework of “Polish Return” programme financed by **Polish National Agency for Academic Exchange (NAWA)**

We offer:

- remuneration of 3840 PLN gross per month, full-time employment, fixed-term contract till 31/08/2021
- work in a newly established, young and dynamic research group
- ambitious research topics (a MSc project)
- access to the state-of-the-art NMR equipment and protein overexpression labs in CNBCh
- comfortable office space with own computer
- collaboration opportunities with well-recognized foreign researchers

Requirements/Candidate's profile:

- BSc degree in chemistry, biology, physics or related fields
- passed the 1st semester of MSc studies
- fluent communication in English in speech and writing

we particularly appreciate:

- high motivation, interest in the subject, work involvement
- teamworking skills, evidence of organisational capabilities
- high grades during BSc and MSc studies (with the emphasis on physical chemistry and spectroscopy)
- laboratory expertise, particularly in protein/DNA handling (overexpression, purification, crystallisation) or programming/scripting skills, or experience in NMR spectrometer operation

Primary responsibilities:

- preparation of isotopically labelled protein samples (under supervision)
- assistance in NMR measurements
- quantitative or qualitative analysis of multidimensional NMR spectra and data reduction
- presentation of results (reports, slides, graphics, seminars) in English

Application procedure:

1. preselection based on the e-mail applications (jan.stanek@chem.uw.edu.pl)
2. interviews lead by 3-person Selection Committee (between 1st and 3rd of July)

Applicants will be notified about the Committee's decision by e-mail by July 4th. *We reserve the possibility of postponing or cancellation of the contest in the absence of suitable applications.* The competition is the first stage of the employment procedure, and its positive outcome is the basis for further proceedings.

Required documents:

- cover letter
 - CV with subsections: soft skills, mastered software, professional skills (e.g., laboratory skills, mastered analytical equipment), contact data (email, telephone)
 - list of all lectures and grades in the MSc and BSc course
 - consent to process the personal data
- (please print, fill and send back the scanned form on the next page)

Application deadline: June 30th, 2020

Requests for extra information (e.g. detailed project description) or informal enquires can be addressed by e-mail or obtained in person (room no. 114, Radiochemistry). Group webpage: <http://nmr.cent3.uw.edu.pl>

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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.

You may revoke all such consents at any time by, for example, sending an email at janstaneke@chem.uw.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.³

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. 7 section 3 GDPR;

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.

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.

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.

AGREEMENT CLAUSE:

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.

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place and date

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applicant's signature