**RECTOR** **OF CZESTOCHOWA UNIVERSITY OF TECHNOLOGY**

**announces a competition for the post of**

**………………………………**

**(…………………………..)**

**AT THE ………………………………………….**

**at the Faculty ……………………………………**

Candidates who enter the competition are expected to meet the conditions defined in the Act of 20 July 2018, *Law on Higher Education and Science,* (Journal of Laws (Dz. U.) of 2023, item 742, as amended), the Statute of Czestochowa University of Technology as well as detailed requirements determined by the selection board of a given unit.

**Conditions for entering the competition:**

1. Declaration of publications in the field of ………………………….in the discipline of …………………………….
2. Availability to work full-time at Czestochowa University of Technology as the primary place of work for………………………………………...

**Required documents:**

1. Application for the post of …………………………………..submitted to His Magnificence Rector of Czestochowa University of Technology by the intermediary of the Dean of the………………………………………………………...
2. Candidate’s CV.
3. Diplomas, transcripts, or certified copies of diplomas or certificates confirming the qualifications of the candidate.
4. A record of academic, professional, teaching, and organizational achievements as well as completed internships.
5. Copies of employment certificates.
6. Declaration of publications.
7. Candidate's declaration stating that Czestochowa University of Technology will be his/her primary workplace, pursuant to the Act of 20 July 2018, *Law on Higher Education and Science* (Journal of Laws of 2023, item 742, as amended).
8. Statement of compliance with the conditions referred to in Article 113 of the Act of July 20, 2018 Law on Higher Education and Science (i.e. Journal of Laws of 2023, item 742, as amended).
9. Candidate's statement on the following:

I hereby give my permission for the processing of my personal data submitted for the

competition for the post of ………………………………………………at Czestochowa University of Technology, in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data as well as on the free movement of such data and repealing Directive 95/46 / EC, hereinafter referred to as "GDPR" I hereby declare that I was informed that:

**Information clause for candidates for employment at Czestochowa University of Technology**

Pursuant to Article 13(1) and (2) of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (Official Journal of the EU L 119 of 04 May 2016, p. 1, as amended) hereinafter: “GDPR”, we provide information concerning the processing of personal data by Czestochowa University of Technology.

* 1. **Administrator**

The Czestochowa University of Technology, based in ul. J.H. Dąbrowskiego 69, 42-201 Częstochowa, e-mail: [rektor@adm.pcz.czest.pl](mailto:rektor@adm.pcz.czest.pl) is the administrator of the data included in the consent to the processing of your personal data.

* 1. **Data Protection Inspector**

The Administrator has appointed a Data Protection Officer who can be contacted at 34 3250 471 or by email address: iodo@pcz.pl.

* 1. **The purpose and legal basis of processing**

Your personal data will be processed for the purpose of recruitment proceedings.

The legal basis for the processing of personal data is Article 221 of the Act of 26 June 1974 - Labour Code in conjunction with Article 6(1)(c) of the GDPR.

The provision of other data within the scope not arising from Article 221 of the Labour Code will be treated as consent to the processing of such personal data. Giving consent in this case is voluntary, and the consent so given can be revoked at any time. If the documents provided by you include the data referred to in Article 9(1) of the GDPR, your consent to their processing will be required, which can be revoked at any time.

* 1. **Recipients of personal data**

Your personal data may be transferred only to entities that are entitled to receive them by law. Recipients of personal data may also be entities providing services to the administrator of personaldata, including in particular legal services or IT support.

* 1. **Data storage period**

Your data collected in the current recruitment process will be stored until the end of the process, and in the case of employment in accordance with applicable laws on employee records and archiving regulations in force at the Czestochowa University of Technology.

* 1. **Rights of data subjects**

In the cases and under the conditions specified in the GDPR, you have the right to: access your data and to receive a copy thereof, to rectify (amend) your personal data, to restrict the processing of your personal data, and to erase your personal data.

If you believe that your personal data is processed in violation of the law, you have the right to lodge a complaint to the President of the Office for Personal Data Protection.

* 1. **Information about the requirement to provide data**

Providing personal data by you in the scope resulting from Article 221  of the Labour Code is necessary in order to participate in the recruitment procedure. Providing other data is voluntary.

* 1. **Automated decision making**

Your personal data will not be subject to automated processing, including profiling.

**Applications as well as the required documents must be submitted to:**

The Human Resources, Payroll, and Welfare Department, Czestochowa University of Technology 42-201 Częstochowa, ul. Dąbrowskiego 69, room 149 or emailed to kadry.rekrutacja@pcz.pl quoting on the envelope/in the message title: …………………………………………………………………………

**Closing date for entries: ………………………..**

**The results of the recruitment process will be published by** **………………………..**

Information on the recruitment results will be published on Czestochowa University of Technology BIP (Public Information Bulletin) website, and also available in the Dean’s Office of the ……………………………………….or at the following telephone number ………………………………………………………………………………..

Czestochowa University of Technology reserves the right to close the competition without selecting a candidate and without giving any reason. Winning the competition is not a guarantee of employment.

**Scheduled start of employment …………………………..**

                                                                                                  RECTOR

                                                              Norbert Sczygiol, MScEng, PhD, DSc, ProfTit