



UNIVERSITY
OF WARSAW



Faculty
of History

WHist-K-2022-05

Call for candidates

for a position of postdoctoral researcher

in the discipline *history*

in the Department of Ancient History, Faculty of History, University of Warsaw,

as member of the project “Epigraphy in the Early Byzantine Middle East”

(NCN grant Sonata)

Full-time employment planned for one academic year 2023/2024.

Planned gross basic salary: 120,000 PLN per year.

Employment is possible from 1 October 2023.

I. Person specification: essential criteria

1. Ph.D. degree in the field of history, archaeology, literature or linguistic studies with a specialization in ancient history or classical philology, or a declaration that the candidate is expected to hold a Ph.D. on 1 October 2023). Ph.D. diploma cannot be issued earlier than 7 years before 1 October 2023 and must be issued by a different institution than the University of Warsaw.
2. Experience with research on inscriptions, documented by relevant publications, especially regarding the functions and placement of inscriptions in the public space.
3. Basic knowledge of TEI XML editors, and the EpiDoc standards.
4. Modern languages: fluency in English, and ability to read in French, German, and Italian are necessary.

II. Scope of work

1. Processing the epigraphical data from 145 sites according to the EpiDoc (TEI XML) standards, based on the ready materials collected by the team



UNIVERSITY
OF WARSAW



Faculty
of History

2. Integrating the collected datasets with a relational database, using digital solutions developed within the project, tagging, geopositioning and other forms of processing the records in the relational database
3. Participation in the analysis of the evidence collected
4. Submission of at least one paper to a high-ranking international journal, discussing the differences between the use of Aramaic inscriptions in the public space in the Hellenistic/Roman period and Late Antiquity
5. Participation in the dissemination of the news on the progress of the project in social media
6. Participation in the weekly team meetings (in person or via video communicators) discussing the work progress

III. Selection procedure:

Application deadline: **8 August 2023.**

The results will be announced by the **20 September 2023.**

The recruitment procedure of the hiring committee follows the regulations established for the University of Warsaw and the Faculty of History.

After a formal assessment of the applications, the committee will make a preliminary assessment of the applications and, on this basis, may select a group of candidates shortlisted for further stages of the procedure.

Candidates will be informed of the results of the competition by telephone or e-mail. At the same time, we would like to inform you that the competition is only the first stage of the procedure for recruitment to the position of academic teacher specified in the Statutes of the University of Warsaw, and its positive outcome constitutes the basis for further proceedings.

IV. Description of responsibilities

1. Conducting scholarly research in the discipline *history* and publishing results, also internationally.



UNIVERSITY
OF WARSAW



Faculty
of History

V. How to apply

Required documents:

1. The candidates should meet the conditions set out in the Act of July 20, 2018 - Law on Higher Education and Science (i.e. Journal of Laws of 2024, item 741) and the Statute of the University of Warsaw (Resolution No. 443 of the Senate of the University of Warsaw of June 26, 2019, Monitor item 190) A letter of application (to the Rector of the University of Warsaw) – [statement](#).
2. A letter of application (to the Rector of the University of Warsaw).
3. GDPR consent statement ("[Information on personal data processing](#)").
4. A copy of PhD Diploma or relevant document.
5. A CV, list of publications, and description of future scientific plans.
6. A cover letter.
7. An administrative questionnaire ("[Personal questionnaire for the person applying for employment – document docx](#)").
8. Please include in your application the following statement:
"I am familiar with the conditions of conducting a call for the position of an academic teacher at the University of Warsaw (Decree No. 106 of the Rector of the UW of 27 September 2019, paragraph 1, point 4)."

All documents should be sent by e-mail to the following address:

dziekanat.wh@uw.edu.pl under the title: "Konkurs: Zakład Historii Starożytnej, Sonata"



UNIVERSITY
OF WARSAW



Faculty
of History

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.

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 dziekanat.wh@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.⁶

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.

⁴ Art. 9 section 2 letter a GDPR.

⁵ Art. 6 section 1 letter a GDPR.

⁶ Art. 7 section 3 GDPR.



UNIVERSITY
OF WARSAW



Faculty
of History

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.

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.

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)

Warsaw, _____ 2023.

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

⁸ <https://www.privacyshield.gov>