



UNIVERSITY OF WARSAW
Faculty of Economic Sciences



HR EXCELLENCE IN RESEARCH

Position: Research assistant

The Faculty of Economic Sciences at the University of Warsaw is seeking to fill a position of a PhD candidate (full-time, fixed-term), within a newly established Interdisciplinary Centre of Labour Market and Family Dynamics (LABFAM, PI: Anna Matysiak).

The LABFAM is a new interdisciplinary research centre established at the Faculty of Economic Sciences at the University of Warsaw thanks to the financial support of the National Agency for Academic Exchange (NAWA). The LABFAM will also host the ERC Consolidator Grant 2019 'Globalization- and Technology-Driven Labour Market Change and Fertility' (LABFER, PI: A. Matysiak), which starts on 1.10.2020, and will grow as we will apply for more funding. In LABFAM, we will investigate the effects of dynamic labour market changes, driven among others by globalization and technological change, on families. In particular, we will study how the growing competition and uncertainty in the labour markets as well as the changing ways of work and production affect fertility, union dynamics, gender equality and family well-being in Europe from an interdisciplinary perspective. Given the labour market changes taking place in the last few decades these topics are extremely timely and their relevance will probably increase as a result of the current COVID-19 pandemics. The LABFAM team will be composed of researchers representing various disciplines (economists, sociologists, demographers, political scientists, statisticians, etc.) interested in studying the interrelationships between economic activity and family life across various institutional, economic and cultural contexts.

Requirements:

1. Interest in applying for a PhD programme or already enrolled in such a programme.
2. Willingness to prepare a PhD thesis on the topics covered by the call.
3. Research interests related to the LABFAM research agenda.
4. Excellent analytical skills.
5. Excellent communication skills.
6. Fluent English.

Experience in research and scientific publications (relevant to the early career stage) will be an asset, but is not required. The knowledge of Polish is not required.

Description of tasks:

1. Preparing PhD thesis on the effects of labour market changes on gender equality or union formation and dissolution
2. Participating in other LABFAM research activities and events

3. Supporting the PI in teaching courses on family demography, gender inequalities and social policies and/or quantitative methods (not more than 10-20% of the time).

Employment conditions:

Full-time employment until 30.04.2024 subject to an evaluation procedure after 6 months of employment. Annual remuneration PLN 58 000 (incl. taxes and 13th salary), paid in addition to the standard PhD scholarship.

The position should be filled as soon as possible, but not later than 1.10.2020¹.

List of documents required:

1. CV including scientific accomplishments and list of publications (if applicable), information about awards, scholarships and research projects;
2. A motivation letter describing research interests of the candidate (up to 3 pages)
3. A recommendation letter (should be sent by the referee directly to the recruitment committee).
4. Singed "Information on personal data processing" (please see below)

The documents should be prepared in English and submitted by email to:

labfam@wne.uw.edu.pl

Submission date: 26.06.2020, 23:59

Candidates selected to the second recruitment stage will invited for an interview.

The interviews are planned online in the first half of July 2020.

For further information about the application procedure please contact:

amatysiak@wne.uw.edu.pl - substantive questions on the position

mcedro@wne.uw.edu.pl - questions on administrative matters

¹ If the lockdown related to the COVID-19 pandemics continues after the start date, the work will be conducted online until the travel and meeting restrictions are eliminated.

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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 law² (*given name (names) and family name, date of birth, contact information as provided, education, professional qualifications, previous employment*) for the purposes of this recruitment process³, whereas other data⁴ 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 data⁵ 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.

² Art. 22¹ of the law of June 26, 1974 Labour Code (i.e. Journal of Laws 2019 item 1040 with subsequent changes);

³ 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);

⁴ Art. 6 section 1 letter a of the GDPR;

⁵ Art. 9 section 2 letter a GDPR;

The University of Warsaw shall be also processing your personal data in future recruitment processes upon your consent⁶ 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 labfam@wne.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.⁷

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.

Recipients of personal data may be other subjects obligated by the Controller to provide specific services involving data processing, like project auditor(name all recipients of data)

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.⁸ Your data shall be protected under the standards of the Privacy Shield, accepted by the European Commission.⁹ 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

⁶ Art. 6 section 1 letter a GDPR;

⁷ Art. 7 section 3 GDPR;

⁸ <https://www.google.com/about/datacenters/inside/locations/index.html>

⁹ <https://www.privacyshield.gov>