

Job description and person specification

Are you an expert in **qualitative research** in social sciences? Are you interested in the social consequences of migration policies? Have you researched groups difficult to access? Are you **fluent in Romanian**?

We invite applications for the position of a **post-doctoral** researcher at the Centre of Migration Research, University of Warsaw for the research project „**UK2deport**: New bordering of the UK: Post-Brexit deportability and governance of EU mobility” directed by Agnieszka Radziwinowiczówna and funded by the National Science Centre of Poland (NCN Sonata grant).

If you want to be a part of an interesting research project, enhance your publication record and methodological skills, apply till 29th March 2024.

Ref no	OBM-NA-P-SONATA16-1.1/2024
Position	post-doctoral researcher
Job type	research
Job description	Selected post-doctoral researcher will carry out research tasks within the National Science Centre-funded research project “New bordering of the UK: Post-Brexit deportability and governance of EU mobility” (UK2deport), in a small research team led by dr. Agnieszka Radziwinowiczówna .
Scientific discipline	One of the following disciplines: sociology, ethnology and cultural anthropology, political and administrative sciences
Type of employment	fixed-term employment contract
Full-Time Equivalent	full-time (1 FTE)
Salary	10 000 PLN gross including employer’s surcharges
Planned period of employment	24 months
Department	Centre of Migration Research
What we offer	<ul style="list-style-type: none">• Full-time employment with health and pension insurance;• opportunity to build publication record;• opportunity to travel and to present UK2deport results at international conferences;• some possibility to work remotely (subject to arrangement with the PI);• access to a wide range of academic and language training;• access to sports infrastructure at the University of Warsaw;• work with an enthusiastic and international team at one of the best universities in Central and Eastern Europe;• future possibilities to apply for research funding with the PI. To work at the University of Warsaw is to work in a discerning, independent, creative, innovative and international climate characterised by an open atmosphere and a genuine engagement with the city of Warsaw and society.
Person specification	Essential:

	<ul style="list-style-type: none"> • Fluency in Romanian (C1 or C2 level; unless Romanian is the mother tongue of the candidate, please provide certificate); • fluency in English (C1 or C2 level; unless English is the mother tongue of the candidate, please provide certificate); • PhD in one of the following disciplines: ethnology and cultural anthropology, culture and religion studies, socio-economic geography and spatial management, security studies, political and administrative sciences, law, sociology. Similar disciplines will be considered in case they are not listed in Polish higher education (e.g., criminology). • PhD degree not granted by the University of Warsaw¹; • documented at least good knowledge of qualitative research methods (in-depth interview and observation); • publication record in English; • interest in the topic of the UK2deport research project. <p>Desirable:</p> <ul style="list-style-type: none"> • Experience working in CAQDAS (Atlas.ti in particular), documented with a training certificate or reported in publications or PhD thesis; • experience in doing challenging fieldwork (ability to access hard-to-reach groups); • experience in doing research among stigmatised and excluded groups; • knowledge of Lithuanian, Russian or one of Romani languages; • international mobility. <p>Essential Requirements are those without which a candidate would not be able to do the job. Desirable Requirements will be considered when more than one applicant meets the essential requirements.</p>
Key responsibilities	<p>Recruited candidate will work in close liaison with the PI. The responsibilities of the post-doctoral researcher will include, in particular:</p> <ul style="list-style-type: none"> • participation in the UK2deport research team; • fieldwork in the UK, Romania, and Lithuania; • preparation of the collected data for analysis; • computer-assisted qualitative analysis of the data; • dissemination of project results; • preparation of publications.
Starting date	May, 1, 2024 r. or soon after – to be arranged with the PI
Application	<ul style="list-style-type: none"> • A cover letter in English; • CV in English with information about (1) professional and (2) academic career, (3) list of publications with information on the IF of the journal (if applicable), (4) research grants, (5) awards, (6), international mobility (7) list of 5 most important conference presentations, (8) foreign languages and fluency, (9) experience using CAQDAS (if applicable); • copies of documents certifying fluency in Romanian and English (language certificate; in case of mother tongue – a copy of passport page with personal data of the candidate); • a copy of the PhD diploma; • a signed declaration (scan) of consent to the processing of personal data (see Attachment 1); • a signed acceptance (scan) of the terms and conditions of this call (see Attachment 2). <p>Additional documents (non-mandatory):</p>

¹ PhD from a different institution than the employer is required by the funding body – National Science Centre, Poland (Sonata 16 call for research projects).

	<ul style="list-style-type: none"> • a list of 3 individuals (with e-mail addresses) who could be consulted as references for the candidate (reference letters are not required); • additional documents certifying you fulfil the requirements (e.g., certificate in CAQDAS training, a publication mentioning your fieldwork in the research methods section).
Number of job offers	1
How to apply	Please email the documents to: konkursy.obm@uw.edu.pl (put the ref number OBM-NA-P-SONATA16-1.1/2024 in the subject).
Closing date for applications	29/03/2024 23:59 CET.
Selection and recruitment procedure	<p>The competition is the first stage of the recruitment procedure for the position of an academic teacher, as specified in the Statute of the University of Warsaw, and its positive outcome is the basis for further proceedings. The selection committee will perform a preliminary evaluation of applications prior to the full evaluation of applicants. After the initial evaluation of the submitted applications, selected candidates will be contacted for the interview.</p> <p>The University of Warsaw reserves the right to close the competition without stating the reason.</p>
Notification about the results	19/04/2024
Results will be announced	By email
Questions	In case of any questions regarding this job opening, please contact Agnieszka Radziwinowiczówna, a.radziwinowicz@uw.edu.pl

Attachment 1

.....
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

- CV,*
- cover letter*
- 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:

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;

I agree to the processing of special categories of personal data, as mentioned in Art. 9 section 1 of the GDPR, provided in

- CV
- cover letter
- 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 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 konkursy.obm@uw.edu.pl (email address due for the recruitment process).

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.

Data transfer outside the European Economic Area (EEA)

Your personal data shall be disclosed to subjects authorized by law. 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;

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>

- 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

Attachment 2

I hereby consent that I have read and accepted the rules of conducting competitions, as set out in Ordinance No. 106 of the Rector of the University of Warsaw from 27 September 2019, on specifying the detailed rules and procedures for conducting a competition for the position of an academic teacher at the University of Warsaw¹⁰.

.....
(place and date)

.....
(handwritten signature)

¹⁰ <https://monitor.uw.edu.pl/Lists/Uchway/Attachments/5034/EN.M.2019.282.Zarz.106.pdf>