



**INSTYTUT BOTANIKI im. WŁADYSŁAWA SZAFERA  
POLSKIEJ AKADEMII NAUK**

ul. Lubicz 46, 31-512 Kraków

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**RESEARCH ASSISTANT POSITION IN THE AREA OF BIOLOGY  
AT THE W. SZAFAER INSTITUTE OF BOTANY,  
POLISH ACADEMY OF SCIENCES, KRAKOW, POLAND**

**Workplace:** Palaeobotany and Palaeoenvironment Group.

Research profiles descriptors: **R2** – Research Assistant (PhD holders or equivalent who are not yet fully independent)

**Research topic:** Quaternary changes in vegetation and evolution of the cultural landscape of Europe in the context of climate change and human settlement development; the team of dr hab. Agnieszka Wacnik

**The candidate must have proven the following competences/qualifications:**

1. A Doctoral degree in biological or Earth sciences.
2. Knowledge of the palaeoecology of Quaternary peatland, lake environments, terrestrial environments and biogeography of plants.
3. Ability to conduct field research and willingness to travel.
4. Experience in formulating research concepts, preparing publications and grant proposals.
5. Publishing track record in the form of original papers published in international journals following the Ministry of Education and Science list (also on the JCR list) and outreach works.
6. Experience in international cooperation, confirmed by joint publications.
7. Experience in laboratory research and knowledge of methods used in a palaeoenvironmental laboratory.
8. Experience in palaeoenvironmental and palaeoclimatic studies. Experience in identifying macroscopic plant remains (charred and waterlogged). Knowledge of methods used in flora analysis from Central Europe. Knowledge of the geology and archaeology of Poland and Central Europe is welcome.
9. Knowledge of statistical methods (e.g. Statistica, PAST or other programs).
10. Use of graphic programs, including those specialised in palaeobotanical analyses.
11. Experience in presenting research results at the national and international conferences.
12. Very good knowledge of Polish, good knowledge of English and another foreign language.

## **RESPONSIBILITIES:**

- the researcher will develop research connected with reconstruction of palaeoenvironments from natural and archaeological sites within the framework of Team IV.2 realising the research topic: *Quaternary changes in vegetation and evolution of the cultural landscape of Europe in the context of climate change and human settlement development*; the analyses will be based on macroscopic plant remains preserved in natural and charred form from Quaternary waterlogged and archaeological sites from Poland and Europe,
- the researcher will prepare scientific and popularisation publications, grant applications for national and international competitions, conference presentations and activity reports. The researcher will be involved in activities of the members of the Palaeobotany and Palaeoenvironment Group.

## **We offer:**

- full-time employment for a fixed term, with the possibility of extension,
- access to laboratory space,
- organisational and content-related support in grant applications,
- participation in training courses,
- openness to new research directions,
- friendly, inspiring, and interdisciplinary working environment.

## **The application must contain:**

1. Employment application.
2. Curriculum Vitae.
3. A copy of a certified doctoral degree diploma.
4. List of scientific achievements.
5. Description of previous scientific activities or other significant achievements.
6. Program of candidate's future scientific activities at the new position.
7. Personal questionnaire (attached).
8. Opinion of a research supervisor or other independent researcher with whom the candidate has worked.
9. The candidate's declaration that W. Szafer Institute of Botany of the Polish Academy of Sciences will be his primary workplace upon starting work.
10. Signed consent to the processing of personal data (attached).

The deadline for filing documents: 01.11.2023

**Documents should be sent electronically to the address: [rekrutacja@botany.pl](mailto:rekrutacja@botany.pl)**

Adjudication of the competition and announcing the results shall take place within the time limit of no longer than 1 month from the date of closing the competition.

**We kindly inform you that we will contact only selected candidates.**

Kraków, 10.10.2023

**A CONSENT TO PROCESS PERSONAL DATA  
TO CARRY OUT THE COMPETITION**

I,  
first  
name: \_\_\_\_\_

—

last name: \_\_\_\_\_

*in accordance with art. 6 par. 1 letter a of the Regulation of the European Parliament and the Council (EU) 2016/679 of the 27<sup>th</sup> of 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 the Directive 95/46/EC (hereinafter referred to as GDPR) of the 27<sup>th</sup> of April 2016. (EU Official Journal L No. 119, p. 1)*

***I hereby:***

***express a consent for processing of my personal data by the W. Szafer Institute of Botany of the Polish Academy of Sciences (data Controller), provided to carry out the competition for the position of an assistant (Palaeobotany and Palaeoenvironment Group).***

\_\_\_\_\_  
*(legible candidate's signature)*

## INFORMATION CLAUSE

In accordance with art. 13 par. 1 and 2 of GDPR we inform that:

- 1) the controller of your personal data is the W. Szafer Institute of Botany of the Polish Academy of Sciences with the seat in Krakow, ul. Lubicz 46, 31-512 Kraków;
- 2) the person authorised for contacts by the Controller in relation to personal data protection is the Personal Data Protection Supervisor, e-mail: [iod@botany.pl](mailto:iod@botany.pl), phone: 12 424 17 00, correspondence address: ul. Lubicz 46, 31-512 Kraków;
- 3) Your personal data shall be processed to carry out the competition for the position of an assistant (Palaeobotany and Palaeoenvironment Group) and in relation to the winner of the competition, also in order to conclude and execute the employment contract;
- 4) Your provision of personal data is voluntary, however, failure to provide it shall result in the lack of possibility to qualify a candidate for the competition and then to carry out the competition procedure and to conclude a contract;
- 5) Your personal data shall be processed under art. 6 item 1 letter a) of GDPR within the scope, in which it relates to carrying out of the competition procedure. However, the data shall be processed under art. 6 item 1 letter b) of GDPR within the scope, in which the data is processed to execute the contract for the assistant's position concluded with the selected winner of the competition;
- 6) Your personal data shall not be transferred to a third country or any international organisation;
- 7) Your personal data shall not be transferred to a third parties for its further processing.
- 8) Your personal data shall be processed until the time of ending the competition, whereas, as regards the winner of the competition, who shall conclude the employment contract, it shall be processed until the end of execution of this contract and for the period required in relation to its archiving;
- 9) you are entitled to have access to your data, to correct it, to request its deletion, you have the right to limit its processing and the right to transfer the data;
- 10) you have the right to lodge a complaint to the President of the Personal Data Protection Office, if you think that processing of your personal data violates the provisions of GDPR;
- 11) Your data shall not be processed automatically, also in the form of profiling.

I declare that I have got acquainted with the contents and I have received a written copy:

First and last name

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*(legible candidate's signature)*

**KWESTIONARIUSZ OSOBOWY DLA OSOBY UBIEGAJĄCEJ SIĘ O ZATRUDNIENIE**  
***Personal data form for an employment applicant***

1. Imię (imiona) i nazwisko / *First name (names) and family name*

.....

2. Data urodzenia / *Date of birth*.....

3. Obywatelstwo / *Citizenship*.....

4. Miejsce zamieszkania (adres do korespondencji) / *Residence address (contact address)*

.....

5. Wykształcenie / *Education* .....

(nazwa szkoły i rok jej ukończenia) (*name and type of educational or training*

*institution; year of completing education/training*)

(zawód, specjalność, stopień naukowy, tytuł zawodowy, tytuł naukowy) (*occupation, speciality, academic/occupational title and year of its awarding, academic degree and year of completing education*)

6. Wykształcenie uzupełniające / *Supplementary education* .....

(kursy, studia podyplomowe, data ukończenia nauki lub data rozpoczęcia nauki w przypadku jej trwania)  
(*courses, postgraduate studies, date of commencement/completion*)

7. Przebieg dotychczasowego zatrudnienia / *Record of employment*.....

(wskazać okresy zatrudnienia u kolejnych pracodawców oraz zajmowane stanowiska pracy)  
(*please indicate periods of employment and positions occupied*)

8. Dodatkowe uprawnienia, umiejętności, zainteresowania / *Additional qualifications, skills, interests*.....

(np. stopień znajomości języków obcych, prawo jazdy, obsługa komputera)  
(*e.g., foreign language(s), driving licence, computer skills etc.*)

9. Oświadczam, że dane zawarte w pkt 1-3 są zgodne z dowodem osobistym seria nr /  
*I declare that the data included in points 1-3 are in accordance with the personal ID*

..... wydany przez / *issued by*.....

..... lub innym dowodem tożsamości / *or the other identity document* .....

.....  
(miejscowość i data)

(*place and date*)

.....  
(podpis osoby ubiegającej się o zatrudnienie)

(*applicant's signature*)