Job offer


Available positions: 1 (full-time)

We offer:

- full-time employment, remuneration approx. 3600 PLN gross, position starting approx. 15/01/2023 and expiring 2/03/2023 (with possible prolongation subject to project extension)
- Flexible working hours, partial remote work feasible
- Fascinating and timely research in an interdisciplinary, young and dynamic team
- Access to ultramodern NMR equipment (incl. 800 & 600 MHz spectrometers for studies in solution and in the solid state) and biochemical lab

Project description: This is an interdisciplinary project, bridging chemistry, physics and molecular biology. We seek novel and improve existing methods of spectroscopic characterisation of biomolecules by Nuclear Magnetic Resonance (NMR) spectroscopy. The particular emphasis is on studies in solid state by using fast magic-angle spinning at frequencies approaching 100 kHz, and with sensitive detection of $^1$H nuclei. We look for advancements in isotope labelling schemes, methods of sample preparation (by crystallization and sedimentation), spectroscopy (e.g. novel radiofrequency pulse schemes) and data analysis (automation + high dimensionality). One of the object of ongoing research is SARS-CoV-2 main protease (Mpro/3CLpro/Nsp5).

Key and representative responsibilities:

- Full involvement in the project
- Assistance in sample preparation for NMR studies (e.g. preparation of buffers, protein crystallization, evaluation of sample quality, transferring sample to NMR rotors)
- Qualitative and quantitative analysis of NMR data
- Automation of data analysis with home written scripts or simple programs

Profile of candidates & requirements:

- Student status (bachelor or master) (or graduate of) in the field of chemistry, physics, biology or related at the moment of the employment in the project
- Ability of analytical thinking and critical assessment of data
- Independence at work, high motivation and initiative, ability to find information and screen literature, readiness to learn new software
- wysoka średnia ocen (np. dla kierunków chemicznych w szczególności z przedmiotów takich jak spektroskopia, chemia fizyczna, chemia kwantowa)
- communicative English (in reading, speaking and writing)
- basic knowledge of molecular spectroscopy
highly welcome are any of the following:
- prior experience in chemical or biochemical laboratory
- previous involvement in research projects or apprentice, scholarships
- manual skills, particularly ability to work with tiny objects
- basic programming skills (e.g. Python, bash, C/C++), and/or operating in Linux env.

Documents required:
- CV (in Polish or English), with clearly enlisted: project or professional experience, awards, professional skills such as: known lab techniques and equipment operated, known software, soft skills, contact data (email and/or phone no)
- Transcription of records from bachelor and master studies (if applicable)
- Any proof of English knowledge (e.g. self-statement, grade from English course during BSc/MSc studies, studies in English (e.g. Erasmus), etc).
- Data processing agreement signed (download: http://www.chem.uw.edu.pl/oferty-pracy/ or at the end of this offer)

Workplace:
Faculty of Chemistry of University of Warsaw (Radiochemistry building & Centre of Biological and Chemical Studies), Żwirki i Wigury str. 101

Deadline for applications 19/12/2022 8:59 CEST (Warsaw time).

Submit the documents by email to: janstanek@chem.uw.edu.pl

Extra information or informal requests by email or in person after prior arrangement (room Radiochemistry building). Group webpage:
http://nmr.cent3.uw.edu.pl
https://cnbch.uw.edu.pl/badania/grupy-badawcze/nowe-metody-spektroskopii/

The evaluation of candidatures will be performed by the Committee according to Rules of Polish Return programme 1st edition, as of March 7, 2018.

Application procedure:
1. Preselection based on the email applications
2. Interviews lead by Selection Committee

The Committee reserves the right not to award the scholarship and to renew the competition if the candidates do not meet the requirements set out in the competition or if there are other significant circumstances affecting the planned manner of project implementation.

Decision of the Evaluation Committee will be communicated to candidates by email or phone by 28/12/2022. The competition is the first stage of the employment procedure and its positive outcome serves as a basis for further proceedings.
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 Przecmieście 26/28, 00-927 Warszawa, as the Employer.

Contact with the controller:
- by traditional mail at: University of Warsaw, ul. Krakowskie Przecmieście 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.

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;
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 data\(^4\) which may take the following wording:

\[
\text{I agree to the processing of special categories of personal data, as mentioned in Art. 9 section 1 of the GDPR, provided in ................. (e.g. CV, cover letter, and other submitted documents) by the University of Warsaw for realising my recruitment process.}
\]

The University of Warsaw shall be also processing your personal data in future recruitment processes upon your consent\(^5\) which may take the following wording:

\[
\text{I consent to processing of my personal data for the purposes of any future recruitment processes at the University of Warsaw for the period of the next nine months.}
\]

You may revoke all such consents at any time by, for example, sending an email at ....................... (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.\(^6\)

**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

..................................................................................................................

*(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.\(^7\) 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.

\(^4\) Art. 9 section 2 letter a GDPR;
\(^5\) Art. 6 section 1 letter a GDPR;
\(^6\) Art. 7 section 3 GDPR;
\(^7\) https://www.google.com/about/datacenters/inside/locations/index.html
\(^8\) https://www.privacyshield.gov
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