

Place of work: Rzeszów

Reference number: 1/2025/WEF

**DEAN OF THE FACULTY OF ECONOMICS AND FINANCE
UNIVERSITY OF RZESZÓW**

announces an open competition for the position of assistant in a group of teaching staff.

Place of work: Faculty of Economics and Finance, Department of Finance and Accounting

Workplace address: Mieczysławy Ćwiklińska 2, 35-601 Rzeszów

Number of available positions: 1

Keywords: assistant, accounting, public finances, scientific research,

The competition may be entered by persons who meet the conditions specified in Art. 113 of the Act of July 20, 2018. Law on higher education and science (consolidated text: Journal of Laws 2024, item 1571, as amended).

MAIN RESPONSIBILITIES:

- conducting classes with students in the fields of economics, finance and accounting,
- conducting scientific research in the discipline of economics and finance,
- preparing scientific articles for peer-reviewed journals,
- dissemination of research results (participation in scientific conferences, science popularization activities),
- cooperation with the socio-economic environment,
- implementation of administrative tasks in accordance with scientific, teaching and organizational activities.

QUALIFICATION REQUIREMENTS:

- professional master's degree in finance and accounting, economics or in fields such as physics, mathematics or computer science (especially with application in finance),
- predispositions to scientific, research and teaching work in the discipline of economics and finance,

- scientific interests and knowledge of research methods in the area of economics and finance,
- experience in teamwork,
- knowledge of Polish: fluent in speech and writing (for foreigners),
- very good knowledge of English: fluent in speech and writing.

ADDITIONAL REQUIREMENTS:

- knowledge of professional financial and accounting programs to the extent enabling conducting teaching classes,
- practical experience (in the form of employment, internships or apprenticeships) in the area of finance, accounting or banking and insurance,
- optionally, other qualifications confirming your qualifications (completed courses, training).

CONDITIONS OF EMPLOYMENT:

- full-time employment under a fixed-term employment contract,
- expected start date: October 1, 2025,
- employment at the University as the primary place of work,
- remuneration in accordance with the Regulations on the remuneration of employees of the University of Rzeszów,
- possibility of further professional development,
- working in a professional and friendly team,
- social benefits package,
- group life insurance for University employees, their spouses/life partners and adult children.

REQUIRED DOCUMENTS:

- application for employment to the Rector of the University of Rzeszów,
- scientific curriculum vitae (CV),
- personal questionnaire,
- self-report,
- information about research, teaching and organizational achievements,
- list of publications,
- 2 opinions of professors or habilitated doctors about the candidate,
- the candidate's declaration that UR will be his or her primary place of work,
- candidate's declaration of meeting the conditions set out in Art. 113 of the Act of July 20, 2018. Law on higher education and science (consolidated text: Journal of Laws 2024, item 1571, as amended),
- a declaration of no criminal record for offences specified in Chapters XIX and XXV of the Penal Code, in Articles 189a and 207 of the Penal Code and in the Act of 29 July 2005 on Counteracting Drug Addiction (Journal of Laws of 2023, item 1939, as amended), or for the corresponding offences specified in the provisions of foreign law

- submission after the results of the competition:
 - 1) information from the National Criminal Register in the scope of offences specified in Chapters XIX and XXV of the Penal Code, in Article 189a and Article 207 of the Penal Code and in the Act of 29 July 2005 on Counteracting Drug Addiction (Journal of Laws of 2023, item 1939, as amended), or for the corresponding offences specified in the provisions of foreign law – **applies to a Polish citizen and a foreigner;**
 - 2) information from the criminal register of the country of citizenship obtained for the purposes of professional or voluntary activity related to contact with children – **applies to foreigners;**
 - 3) a statement on the country or countries in which he/she has resided in the last 20 years, other than the Republic of Poland and the country of citizenship, and at the same time information from the criminal records of these countries obtained for the purposes of professional or voluntary activity related to contacts with children – **applies to both a Polish citizen and a foreigner**
- confirmation or information about the level of knowledge of English,
- copies of documents confirming your qualifications,
- other documents confirming achievements in scientific work listed in the open recruitment

COMPETITION SCHEDULE:

The deadline for submitting applications is: 29.08.2025 r. (13.00, CET time).

The competition will be resolved within 30 days from the closing date of the application process.

SUBMISSIONS:

Submitting an application in response to this announcement constitutes acceptance of the GDPR information clause available in the application form.

The required documents must be submitted electronically using the application form, available after clicking the "**Apply**" button.

Applications received after the deadline, incomplete applications and applications submitted in a manner other than that specified in the open competition announcement will not be considered.

For additional information, please contact the Secretariat of the Faculty of Economics and Finance; e-mail address: **wef@ur.edu.pl**

APPLY:

<https://system.erecruiter.pl/FormTemplates/RecruitmentForm.aspx?WebID=33e114d471c442b7a2721d3b79ccf38c>

IMPORTANT INFORMATION:

A necessary condition for employing a candidate selected in an open recruitment is that the candidate meets the requirements specified in Art. 113 of the Law on Higher Education and Science of July 20, 2018 (consolidated text: Journal of Laws of 2024, item 1571, as amended), as well as the obligation arising from Art. 265 section 5 and 13 of this Act.

If applying for employment at the University of Rzeszów as the primary place of work, candidates employed at other universities as the primary place of work should, on the day of employment, meet the condition specified in Art. 120 of the Act of July 20, 2018. Law on Higher Education and Science (consolidated text: Journal of Laws 2024, item 1571, as amended), according to which an academic teacher may have only one primary job at a time.

In the case of candidates from outside Poland, whose diplomas granting a professional title/degree/scientific title require official recognition (nostrification) in accordance with Polish law, they cannot be employed until the recognition procedures are completed.

Until its completion, the competition proceedings may be interrupted or invalidated by the **Rector without giving a reason. The decision to employ the candidate is made by the Rector. In substantively justified cases, the Rector has the right not to employ a candidate selected in the competition procedure.**

The results of the competition proceedings do not constitute the basis for the Candidates to submit any claims against UR, in particular claims for employment.

The selection committee reserves the right to conduct an interview with the candidates.

Pursuant to Art. 13 Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to data processing personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation), the University of Rzeszów informs:

1. The administrator of your personal data is the University of Rzeszów represented by the Rector with its registered office: Aleja Rejtana 16c, 35-959 Rzeszów.
2. The personal data administrator has appointed a Data Protection Inspector supervising the correctness of personal data processing, who can be contacted via the e-mail address: iod@ur.edu.pl.
3. Your personal data will be processed for the purpose of conducting an open competition.

4. The basis for the processing of your personal data is your consent to the processing of personal data.
5. Providing data is voluntary, but necessary to achieve the purposes for which it was collected.
6. The data will not be made available to external entities, except for cases provided for by law.
7. Data will be stored for a period of 12 months.
8. You have the right to access your data and the right to:
 - corrections,
 - deletion,
 - processing restrictions,
 - raise an objection,
 - the right to withdraw consent at any time;
9. You have the right to lodge a complaint with the President of the Personal Data Protection Office if you believe that the processing of your personal data violates the provisions of the General Data Protection Regulation.

LINKS:

<https://www.ur.edu.pl/en/home>

<https://www.ur.edu.pl/en/faculties/faculty-of-economics-and-finance>

<https://www.ur.edu.pl/pl/pracownik/hr4r-ur/otm---r>

<https://www.ur.edu.pl/pl/universytet/rowne-traktowanie/plan-rownosci-plci>

Rzeszów, on 11.07.2025 r.