

# FORM FOR EMPLOYERS

REFERENCE NUMBER: 82/ST/WYKŁADOWCA/1/2018

INSTITUTION: Adam Mickiewicz University, Poznań (AMU), School of Translation and Interpreting, ul. Grunwaldzka 6, 60-780 Poznań

CITY: Poznań, Poland

POSITION: lecturer

DISCIPLINE: applied linguistics

specialization: teaching translation from Polish into English and from English into Polish, training candidates for sworn translators/interpreters, teaching language for special purposes: law and business, teaching elements of Polish and common law, teaching consecutive interpreting and simultaneous interpreting from Polish into English and from English into Polish

POSTED: 16 October 2018

EXPIRY DATE: 16 November 2018

WEBSITE: <http://www.amu.edu.pl>, <http://www.stil.amu.edu.pl>

KEY WORDS: translation from Polish into English and from English into Polish, language for special purposes: law and business, basics of Polish and common law, consecutive interpreting, simultaneous interpreting

DESCRIPTION (discipline, expectations, comments):

The Director of the School of Translation and Interpreting, Adam Mickiewicz University, Poznań announces a contest for a position of lecturer in translation and interpretation with the following language combination: PL-EN, EN-PL,  $\frac{3}{4}$  FTE, a contract of employment in the 2018/2019 academic year.

## I. Contest criteria

The contest is open for the applicants who fulfill the requirements stipulated in the Act of 27th July 2005 Law on Higher Education (Official Journal 2005 No 164 item 1365 with subsequent amendments), Article 114(5) and who meet the following qualification criteria:

1. M.A. degree in English as a Modern Language or in Applied Linguistics majoring in English,

2. diploma in postgraduate studies in translation and interpretation with the following language combination: PL-EN, EN-PL, offered by a university school,
3. sworn translator and interpreter,
4. minimum 5 years of experience as a professional translator and interpreter,
5. minimum 1 year of experience in teaching translation,
6. command of computer-assisted translation software,
7. business cooperation with law firms, experts specializing in various branches of law or economy,
8. command of at least one other official language of the European Union at intermediate level.

## **II. Required documents**

1. Applications will be provided that the following consent clause is included:  
In accordance with Article 6(1)(a) of the General Data Protection Regulation of 27 April 2016 (Journal of Laws of the EU L 119/1 of 4 May 2016) I agree to the processing of personal data other than name(s) and surname; parents' names; date of birth; place of residence; (address for correspondence); education; previous employment, included in my job offer for the purpose of current recruitment.
2. application for the position of lecturer,  $\frac{3}{4}$  FTE, with a letter of motivation,
3. curriculum vitae,
4. copy of the M.A. diploma in English as a Modern Language or in Applied Linguistics majoring in English,
5. diploma in postgraduate studies in translation and interpretation with the following language combination: PL-EN, EN-PL, offered by a university school,
6. statement indicating that the AMU shall be the applicant's main employer,
7. personal questionnaire.

**The documents are to be submitted at the Secretariat of the School of Translation and Interpreting, ul. Grunwaldzka 6, 60-780 Poznań or sent by post to the above stated address by 16 November 2018**

## Information clause For job candidates

Given the legal obligation stipulated in Article 13 of 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 the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC – General Data Protection Regulation (Official Journal of the European Union of 04.05.2016, L 119/1), please be informed that:

1. The Controller of your personal data is: Adam Mickiewicz University, Poznań with its registered office at the following address: ul. H. Wieniawskiego 1, 61-712 Poznań.
2. The Data Controller appointed a Data Protection Officer, who may be contacted at [iod@amu.edu.pl](mailto:iod@amu.edu.pl)
3. Your personal data will be processed for the purpose of this recruitment.
4. The legal basis for the processing of your personal data is Article 6(1)(a) of the General Data Protection Regulation of 27 April 2016 and the Polish Labour Code of 26 June 1974 (Journal of laws of 1998, No. 21, item 94, as amended).
5. Your personal data will be retained for a period of 6 months after the end of the recruitment process.
6. Your personal data will not be disclosed to other entities with the exclusion of entities duly authorised under specific provisions of law. Individuals authorised by the Controller will have access to your data and process such data as part of their professional duties.
7. You have the right to access your data and, subject to provisions of the law, the right to rectify, delete, limit the processing of such data, the right to transfer the data and the right to object to the processing of such data and the right to withdraw consent to the processing at any time.
8. You have the right to lodge a complaint with the supervisory authority, i.e. the President of the Personal Data Protection Office, ul. Stawki 2, 00-193 Warsaw.
9. Providing your personal data is obligatory to the extent stipulated in provisions of law and voluntary in the remaining scope.
10. Decisions with regard to your personal data will not be taken automatically, in accordance with Article 22 of the GDPR.