



80th

ANNIVERSARY

**Cracow
University
of Technology**



Open, Transparent, and Merit-Based Recruitment (OTM-R) of Academic Staff via Open Competition



HR EXCELLENCE IN RESEARCH

General Information




- The Cracow University of Technology (CUT) is a public university founded in Krakow in 1945
- The University offers full-time and part-time Bachelor's and Master's degree programmes, as well as education at the Doctoral School and postgraduate studies. The educational offer includes over 30 study programmes in Polish. Selected programmes are available in English.
- According to the results of the evaluation of the quality of scientific activity for the years 2017-2021, the Cracow University of Technology was ranked among the top three technical universities in Poland
- The University underwent the evaluation in 8 scientific disciplines: Architecture and Urban Planning; Information and Communication Technology; Automation, Electronic, and Electrical Engineering; Chemical Engineering; Civil Engineering and Transport; Materials Engineering; Mechanical Engineering; and Environmental Engineering, Mining, and Energy
- According to the final decisions of the Ministry of Science and Higher Education, the majority of the disciplines were awarded the highest scientific category A (very good), and one discipline received the leading category (A+)



Your University

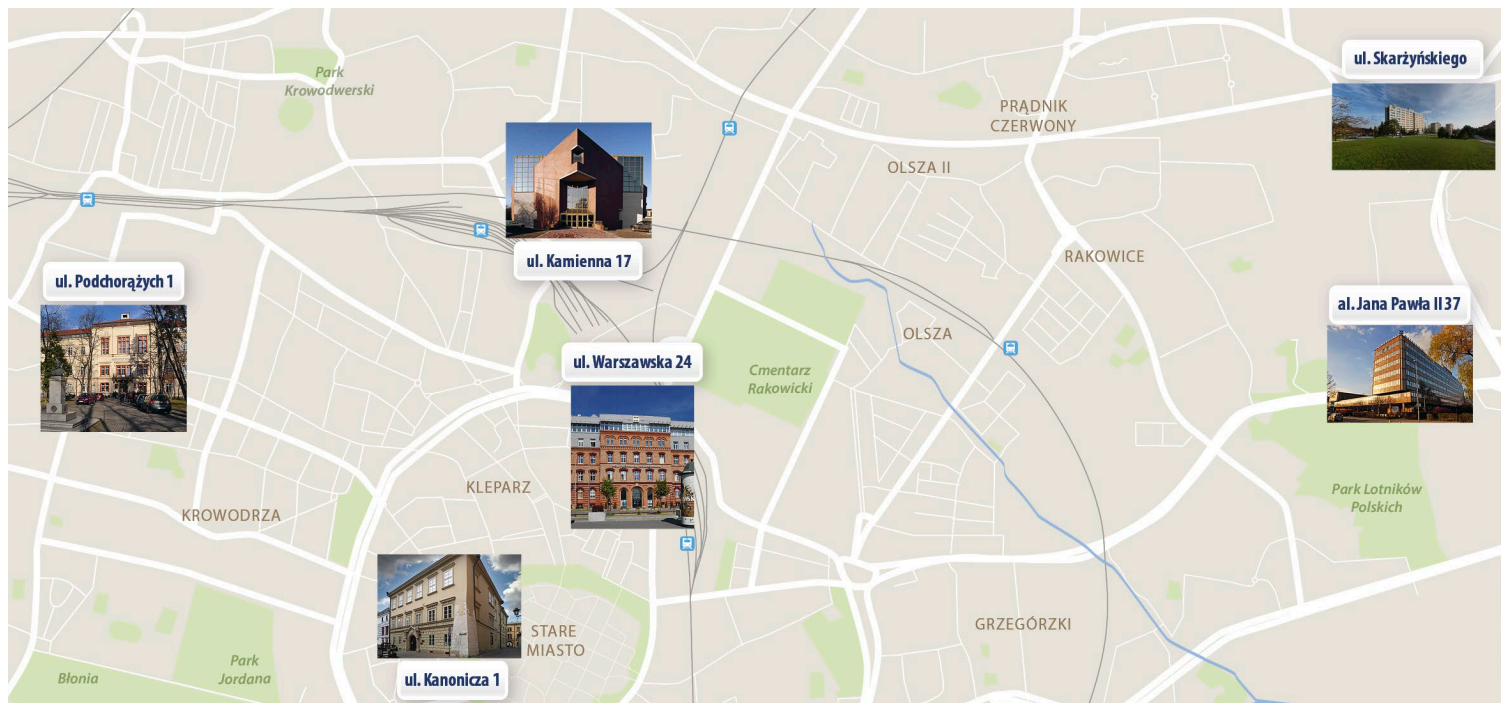


- The Cracow University of Technology is comprised of 8 Faculties, offering 30 study programmes accredited by the Polish Accreditation Commission
- Please visit our website at: pk.edu.pl
- At the top of the page, you can change the website language to English by clicking the language selection icon 
- From the homepage, you can access more detailed information about each faculty – such as its authorities and contact details – by clicking on the tile with its name



Location

The **Main Campus** of the University is situated at 24 Warszawska Street, in a historic complex of 19th-century Austrian military barracks. This campus is home to the majority of the University's faculties.



The exceptions are:

- **The Faculty of Architecture**, based at 1 Podchorążych Street.
- **The Faculty of Materials Engineering and Physics and the Faculty of Mechanical Engineering**, which are located in the Czyżyny district at 37 Jana Pawła II Avenue.



Personal Data Protection



Data Controller: Cracow University of Technology

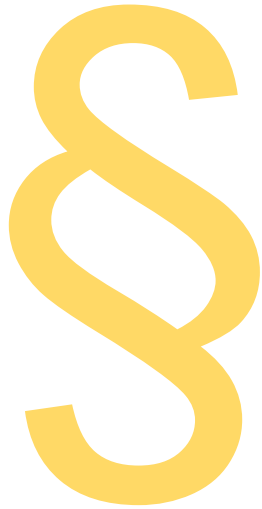
Personal data is processed for recruitment.

You have the right to:

- access your personal data
- rectify your data
- withdraw your consent at any time (where processing is based on consent)
- lodge a complaint with the President of the Personal Data Protection Office.
- data Protection Officer at CUT:
Tomasz Jaguś, MA
- contact: iodo@pk.edu.pl
- Information clause – recruitment of employees and associates



Legal basis for the recruitment of academic staff



1. Act of 20 July 2018 – The Law on Higher Education and Science,
2. Act of 26 June 1974 – The Labour Code,
3. Cracow University of Technology Statute,
4. European Charter for Researchers,
5. Code of Ethics of the Cracow University of Technology,
6. Development Strategy of the Cracow University of Technology,
7. Bylaws of Employing Personnel at the Tadeusz Kościuszko Cracow University of Technology in Projects Financed from External Resources,
8. Internal Qualification Procedure Applied in the Course of Recruiting Academic Teachers,
9. Remuneration Bylaws of the Employees of the Tadeusz Kościuszko Cracow University of Technology,
10. Work Regulations for the Cracow University of Technology;



Policy of Open, Transparent, and Merit-Based Recruitment (OTM-R)

- The recruitment process for academic staff is conducted in accordance with the principles set out in the Policy of Open, Transparent, and Merit-Based Recruitment (OTM-R). This Policy was enacted by Ordinance No. 19/2025 of the Rector of Cracow University of Technology, dated 5 February 2025, and subsequently updated by Ordinance No. 83/2025 of the Rector of Cracow University of Technology, dated 31 July 2025
- The full text of the Policy is available at the following link: [Ordinance No. 83/2025 of 31 July 2025 on the Policy of Open, Transparent, and Merit-Based Recruitment \(OTM-R\)](#) in Polish
- The implementation, coordination, and monitoring of the effects of the aforementioned Policy are the responsibility of the Staff Excellence Office of the Cracow University of Technology. All information regarding the Office's activities and the implementation of the "HR Excellence in Research" logo is available on the website: [HR Award at CUT](#)



Where to Find Job Openings for Academic Positions at Our University?

Current job offers can be found :

- via the link [Announcements of competitions for academic staff positions](#) (on the CUT Bulletin of Public Information website),
- on the website of the Ministry of Science and Higher Education: [Academic Announcements Database](#) and on the websites of individual faculties,
- Additionally, announcements are published in English on the Euraxess portal : [Euraxess job offers database](#);

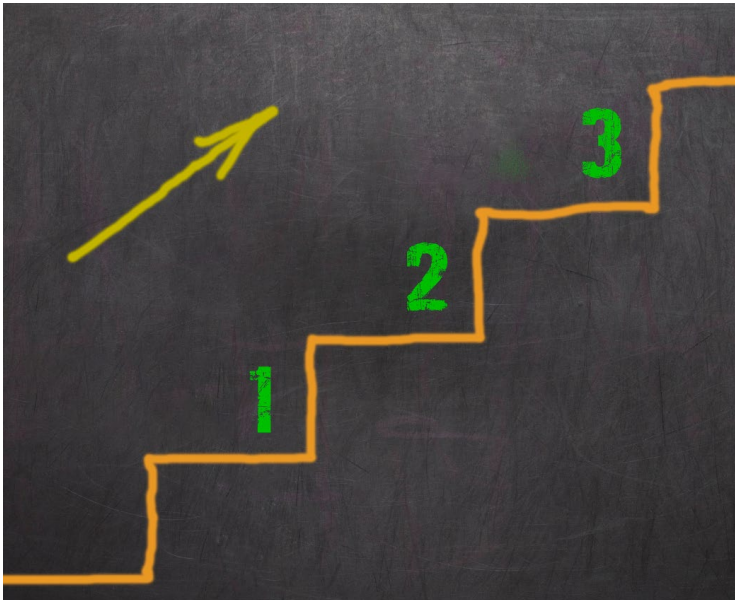


Step-by-step application

- For all details concerning essential requirements, job description, working conditions, application deadline, and submission procedure (including contact information), please refer to the specific "Job Advertisement",
- Only applications received by the advertised deadline and containing all the required documents will be admitted to the competition;



Evaluation of candidates



1. Stage one involves an initial verification of applications by the Recruitment Process Coordinator. This verification is a prerequisite for the formal assessment conducted by the Competition Committee and for admission to the next stage.
2. Stage two consists of a substantive assessment of the candidates by the Competition Committee. A candidate's final score is the **arithmetic mean** of the scores awarded by all committee members. Prior to the assessment, the Committee may assign weights to individual criteria, depending on their significance in the given competition procedure.
3. Upon completion of the assessment stage, the Competition Committee shall select the candidate for employment by a simple majority vote.



Candidate Selection Criteria

The Competition Committee shall be guided by criteria:

- arising from generally applicable legal regulations, in particular those specified in Part II 'Higher Education', Chapter 'Employees of higher education institutions' of the Act of 20 July 2018 – The Law on Higher Education and Science
- specified in the internal regulations of the Cracow University of Technology, in particular in Part V 'Employees of the Cracow University of Technology' of the Statute of the Cracow University of Technology,
- indicated in the text of the job advertisement.



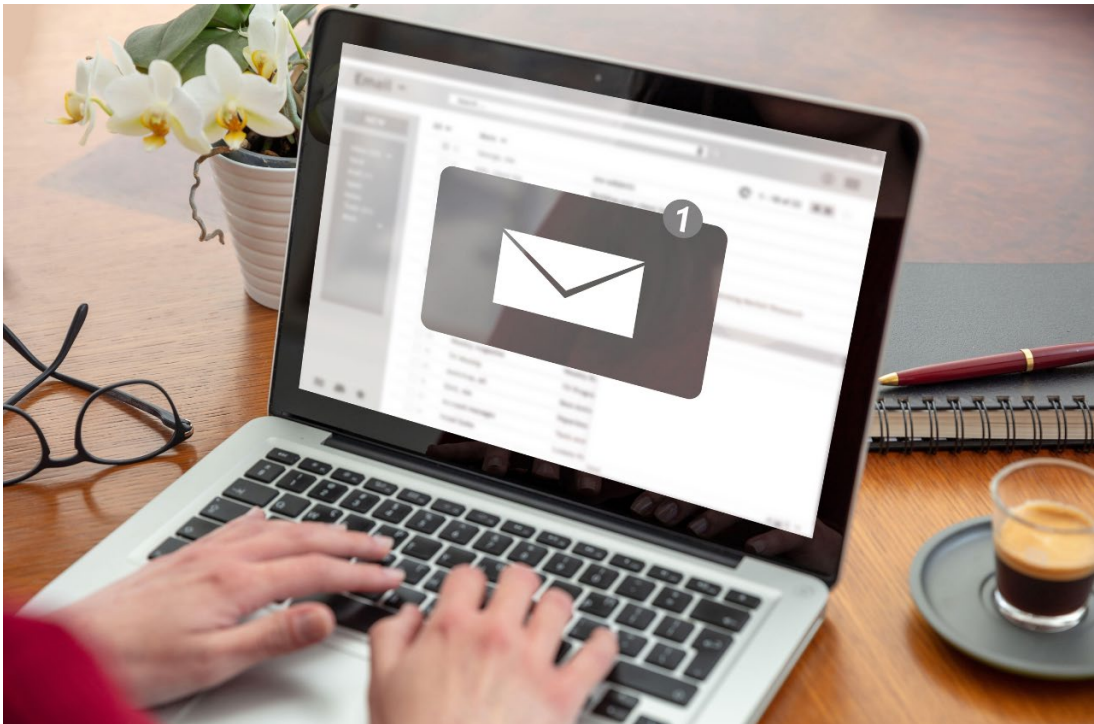
Competition Committee



- should utilize the broadest possible range of candidate assessment methods. To this end, the selection committee conducts interviews with shortlisted candidates, may seek an opinion from an independent expert – for example, through direct consultations, appointing reviewers of scientific achievements, conducting tests or proficiency exams
- assesses candidates' professional experience both qualitatively and quantitatively, and strives to balance the importance of bibliometric indicators with the broader range of evaluation criteria outlined in the OTM-R Policy
- takes into account the entire course of the candidate's scientific development at all stages, and any career breaks or non-chronological career paths should not be considered to the candidate's disadvantage



Feedback for candidates



- After the Competition Committee completes its work, the Coordinator shall send all candidates information on the outcome via email, to the address specified in the candidate's application, using the template provided in Appendix No. 8 to the OTM-R Policy.
- The recruitment coordinator provides feedback on the strengths and weaknesses of a candidate's application only upon the candidate's written request submitted electronically;



Appeal procedure

- Candidates who have not been selected have the right to lodge an objection to the results of the competition committee's work
- The objection must be submitted in documentary form via electronic mail to the e-mail address provided in the competition announcement, within 7 calendar days counted from the date of sending the information about the results of the committee's work to the candidate's e-mail address indicated in the employment application
- The coordinator shall notify the objecting candidate of the outcome of the objection's review. In the event of a change to the initial result of the committee's work, the coordinator shall notify all candidates



The competition is concluded as a result of



- a decision of the Rector of CUT to employ the candidate recommended by the committee or not to employ any candidate
- a decision of the Rector of CUT to annul the competition
- a situation where no applications have been submitted within the deadline specified in the competition announcement
- a finding by the competition committee that the candidate(s) do not meet the requirements specified in the competition announcement.



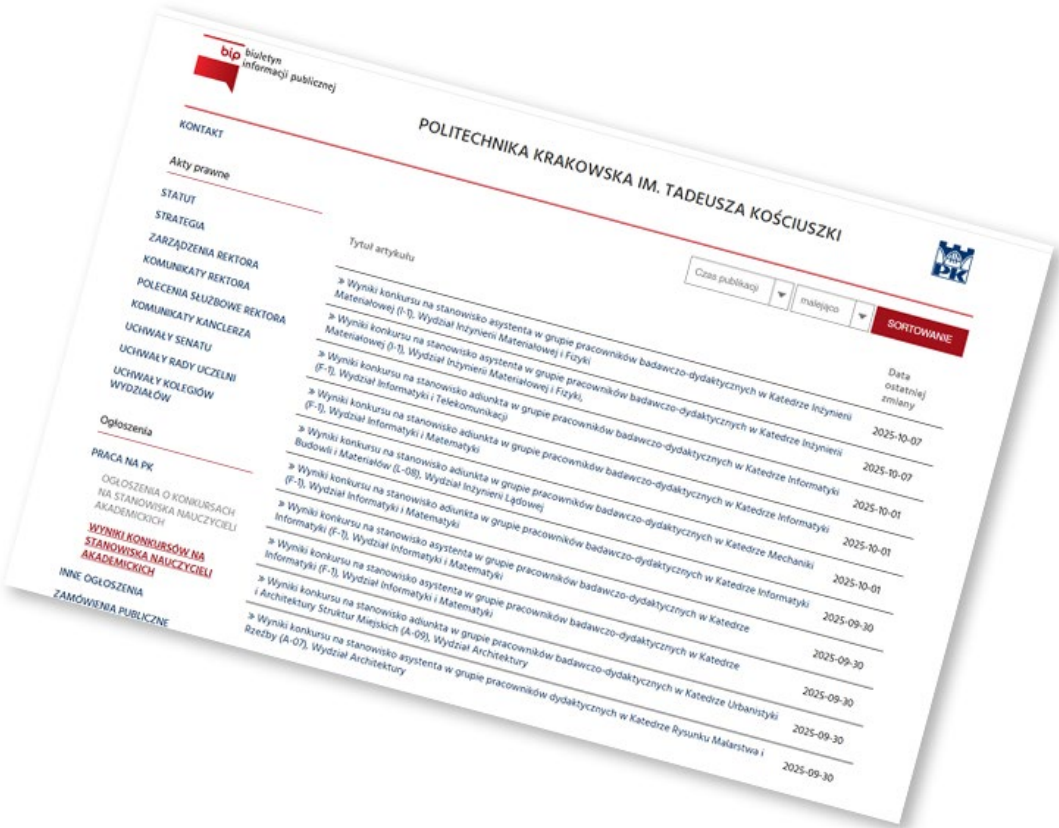
Publication of the competition result

The competition result, along with its justification, is published on the following websites:

Cracow University of Technology's Bulletin of Public Information (BIP PK): [Competition Results for Academic Teachers](#)

The official website of the minister competent for science and higher education: [Information on competition results](#)

The publication shall be made within 30 days of the competition's conclusion.



Key Deadlines

Action	Deadline
Public announcement of the open competition for an academic staff position	No less than 30 days before the application deadline
Date for finalizing the selection process	According to the information provided in the Competition Announcement
Informing candidates of the committee's decisions	Immediately upon the completion of the committee's work
Filing an objection	within 7 days of sending the notification of the committee's decisions
Publication of the competition result together with a justification on the designated websites (CUT Public Information Bulletin, Ministry of Science and Higher Education).	within 30 days of the competition's conclusion





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**We wish you success
in the recruitment process!**



Staff Excellence Office