Ref. No.: o-3/65/2025

Kraków, June 2, 2025

**Tadeusz Kościuszko Cracow University of Technology
ANNOUNCEMENT OF A COMPETITION
for the position of
English Language Lecturer
at the Foreign Languages Centre (SJO PK)**

**Employment Type:** Full-time

**Number of Positions Available**: 1

**Type of Employment Contract**: Fixed-term for 12 months (01.10.2025 – 30.09.2026)

**Scientific Discipline Represented**: Not applicable

**1. Essential Requirements – the candidate must:**

* hold a Master’s degree (M.A., M.Sc., or equivalent);
* have completed pedagogical training (or commit to completing it within the first year of employment), or possess a specialization or postgraduate diploma in English language teaching;
* provide documented proficiency in English sufficient for teaching purposes.

**2. Additional Requirements:**

* Experience in education (particularly in higher education);
* Experience in teaching English for Specific Purposes;
* Ability to work in a team;
* Digital competence in educational tools (MS Teams, Moodle).

**3. Responsibilities:**

* conduct English language classes for full-time and part-time first- and second-cycle students;
* prepare teaching materials;
* fulfill organizational duties related to teaching and unit activities.

**4. Working Conditions** – we offer:

* Estimated salary: PLN 5,500;
* Friendly working environment at a well-established university;
* Opportunities for professional development and upskilling;
* Additional annual remuneration (“13th salary”);
* Optional group insurance and medical care on preferential terms;
* Subsidies for employee and child vacation (“grusza” benefit);
* Subsidies for sports and recreational activities (card, membership) and cultural-educational initiatives;
* Subsidies for childcare (nurseries, kindergartens, children’s clubs);
* Organization of day camps for employees' children;
* Access to low-interest housing loans;
* Access to the Employee Mutual Aid Fund.

**5. Career Development Prospects**: Promotion to Assistant, and subsequently to English Language Lecturer, subject to meeting specified conditions.

**6. Required Documents:**

* + Detailed CV (including employment history);
	+ Copies of documents confirming education;
	+ Personal questionnaire and consent for personal data processing (form available on Cracow University of Technology/Careers webpage);
	+ Professional questionnaire;
	+ Certificate of completed pedagogical training;
	+ Certificate of clean criminal record;
	+ References (optional, but welcome).

Employment will follow a competitive selection process in accordance with Chapter VI of the OTM-R policy (https://bip.pk.edu.pl/index.php?ver=0&dok=5178), consisting of:

– Evaluation of submitted documents;

– Interviews (in-person or online).

Documents must be submitted to the SJO PK Office, ul. Warszawska 24, CUP Building, Room 128a, Monday to Friday, 7:30 AM – 2:30 PM. The document folder should be labeled: “Application for the position of English Language Lecturer at SJO PK, Ref. No. o-3/65/2025” or sent via email (scans) to

 o-3@pk.edu.pl.

**Deadline for submission**: July 2, 2025.

The application must include an email address for recruitment correspondence.

**Announcement of results**: by July 10, 2025.

The recruitment process is conducted in accordance with the OTM-R Policy.

The University reserves the right to contact only those candidates whose applications meet the essential criteria and are rated highest by the Recruitment Committee. Results will be published on the BIP PK website and the Ministry of Science and Higher Education website.

Submitted documents may be collected from the SJO PK Office, ul. Warszawska 24, CUP Building, July 11–18, 2025, between 9:00 AM and 1:00 PM, Monday to Friday. Uncollected documents will be destroyed.

The University reserves the right to cancel the competition without stating reasons.

The result of the competition is not equivalent to employment but constitutes a recommendation to the Rector. The final employment decision rests with the Rector.