**Annex 1** to Human Resources Policies

Poznań, on...................... / ............ / ..................

QUALIFICATION SHEET

(applies to employment/promotion/continuation of employment in the position of: **assistant, assistant professor, lecturer, instructor, language instructor)**

Poznan University of Technology

Faculty/Centre\*...............................................................

Field of study

Discipline

1) …………………..…..……………. % working time,

2) .................................................... % working time,

To

Rector of Poznan University of Technology

Please accept:

* for the position of ………………………..............................................................................
* for continuation of employment in the position of...........................................................................
* for promotion to the position of.…………………………………...............................................................
* for transfer from an employee group to a group ……………………………………………………………...

as of...........(date),

at the Institute/Centre ............................................................................................................................................

at the Department .................................................................................................................................................

Mr/Mrs*.................................................................................*

Applicant data

1. Date of birth  ............................................................ / ............. / .....................
2. Higher education (university name, year of graduation, professional title*) ......................................................................................................................................................................*
3. Doctoral studies/Doctoral school

university/faculty or other scientific unit…*.........................................................................* …………………………………………………………………...

in the period from …/……to ......... /……./…….

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1. Doctoral degree:

University/Faculty

Date of obtaining ……………./………/……..

field/discipline …………………………………………………………………………………..………..

1. Academic degree of the habilitated doctor:

University/Faculty ....................................

Date of obtaining ................/………/……..

field/discipline …………………………………………………………………………………..………..

1. Other information (on completed scientific internships, industrial internships, internships, scholarships received, etc.)

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**Employment to date** (position, period)

a) in higher education (name of university)

………………………….………………………………………………………………………*................................*

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b) outside university

………………………….…………………………………………………………………………*......................................*

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**Functions performed** (organisation, function, duration)

………………………….…………………………………………………………………………*......................................*

………………………………..……………………………………………………………………*.....................................*

………………………………………..……………………………………………………………*.....................................*

**Justification of the application** (*opinion of the immediate superior whether the candidate meets the conditions resulting from the needs of the unit, has a predisposition to didactic and research work, makes progress in research, didactic and educational work)*

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Validity of the application as confirmed by the Dean(s)

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(Dean's signature - discipline 1)(Dean's signature - discipline 2)

**Opinion of the Director of the Institute / Opinion of the Director of the Centre** *(justification of purpose and form of employment, basic salary proposal)*

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Poznan, date / ........... / .................. .………………………….……………………..

Signature of the Director

Opinion of the Faculty Council/ opinion of the committee in the Centre

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Poznan, date / ........... / .................. .………………………….……………………..

/Dean's signature/

Decision of the Rector of Poznan University of Technology:

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Poznan, date / ........... / .................. .………………………….……………………..

(Rector's signature)

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