

Academic Research Staff Recruitment Policy

1. Research Staff

1.1. The university's research staff includes researchers, research associates, and research assistants.

a) The position of a researcher is open to candidates with a doctorate or an equivalent academic degree and a minimum of six years of experience in relevant scientific research work.

b) The position of a research associate is open to candidates with a doctorate or an equivalent academic degree and a minimum of three years of experience in relevant scientific research work.

c) The position of a research assistant is open to candidates who have at least a master's or an equivalent academic degree;

1.2. In addition to the requirements in a), b), and c), the head of a respective unit may, in consultation with other authorized parties, define additional and/or alternative requirements necessary for the position.

1.3. In addition to participating and/or conducting scientific research, researchers may also participate in conducting an educational/teaching process if specified by the employment contract.

1.4. The recruitment of researchers is achieved through two methods:

a) Open competition;

b) Based on the recommendation of the head of a faculty/school/institute/center/laboratory.

2. Visiting Researcher

2.1. The visiting researcher position may be conferred for a specified period on a person employed in another educational/research institution or a person with relevant professional experience/qualifications. They must present a plan outlining the research activity during their visit to the university.

2.2. In this case, the head of a relevant faculty/school/institute/center/laboratory and/or the academic personnel of the university, acting as the visiting researcher's supervisor, must apply to the Rector to obtain the candidacy approval. The submission must include information on the dates and duration of the invitation and the schedule of the research activities during the visit.

3. Recruitment of Researchers through an Open Competition

3.1. The head of a faculty/school/institute/center/laboratory decides to conduct an open competition to select researchers for a specific research project.

3.2. In agreement with other authorized parties, the head of a faculty/school/institute/center/laboratory establishes the terms and conditions of the competition and sets qualification requirements. These are then submitted to the dean of the faculty/school for review.

3.3. The decision made by the dean of a faculty/school and the director of an institute/center/laboratory regarding the competition announcement, terms, and the rationale for recruiting research personnel are submitted to the Rector, along with the request to announce the competition.

3.4. The Rector decides on the announcement of the competition and issues a corresponding decree, which also designates the composition of a selection panel.

3.5. The competition is announced, organized, and run by the Human Resources Management Office of the university.

3.6. The competition may involve various stages such as testing, document review, interviews, and other elements, as determined by the conditions specified for the competition.

3.7. The selection panel makes the final decision regarding the competition results.

4. Recruitment of Researchers on the Recommendation of the Head of a Faculty/ School/ Institute/ Center/ Laboratory

4.1. The head of a faculty/school/institute/center/laboratory is authorized to propose researcher candidates without an open competition;

4.2. The recommendation of the head of the faculty/school/institute/center/laboratory for the recruitment of research staff must include a well-reasoned rationale. This rationale should provide a substantiated justification for hiring research staff and information on the candidate's qualifications/experience, along with other supporting documentation verifying the candidate's background and credentials.

4.3. When recruiting researchers on the recommendation of the director of an institute, the candidate's qualifications and competencies must be considered within the context of a particular research project and must align with the objectives of the research project.

4.4. Acting on the recommendation of the dean of a faculty/school and the director of an institute/center/laboratory, the Human Resources Management Office verifies the compliance of the documents submitted by candidates with the terms outlined in this policy document. The ultimate decision on the recruitment of researchers is made by the Rector.

