

MATEJ BEL UNIVERSITY IN BANSKÁ BYSTRICA



Rector's Order No. 3/2015
**Principles for Creation of Positions of Researchers –
Postdoctoral Students at Matej Bel University in
Banská Bystrica**

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Rector of MBU

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In order to support the best doctoral graduates, development of scientific research and career growth of young researchers, the Rector of the MBU and its Senior Management has decided to launch a pilot project which regulates creation of positions of researchers – postdoctoral students at Matej Bel University in Banská Bystrica and its constituents in accordance with the Act No. 131/2002 Coll. on Higher Education and on Amendments to Certain Acts, as amended.

Article I

Creation of positions of researchers – postdoctoral students

1. Positions of researchers – postdoctoral students (hereinafter referred to as “positions of postdocs”) are created at Matej Bel University in Banská Bystrica (hereinafter referred to as “MBU”) and its constituents.
2. Number of created positions is given by the Rector of MBU for the calendar year in compliance with the internal regulations of MBU.
3. During the yearly grant allocation process, MBU constituents creating positions for postdoctoral students shall be allocated financial means to cover salary expenses in amount of the 12th salary grade of salary brackets applying to university teachers, research and development workers under the Act No. 553/2003 Coll. on Remuneration of Some Employees Performing Work in Public Interest and on Amendments to Certain Acts. The faculty will submit a written application for the allocation of funds with regard to the classification of accepted candidates. At the same time, the MBU constituents shall be allocated financial means to cover current expenses for task related to the scientific research in amount of € 1,000.

Article II

Requirements and methods for filling positions of researchers – postdoctoral students

1. Posts of accepted researchers – postdoctoral students are occupied for a maximum period of two years.
2. An application for the position of researchers – postdoctoral students may be submitted by
 - a) candidates who are graduates of the third degree of higher education at an accredited institution, b) candidates who are maximum up to five calendar years after the completion of the third stage of higher education in the calendar year of the announcement of the selection procedure, c) candidates who are authors or co-authors of at least 2 scientific papers published in journals and proceedings registered in professional databases (WoS and SCOPUS) or other peer-reviewed scientific papers and d) candidates who can provide a record of results and experience in international cooperation and related project activities.
3. A selection procedure for positions of researchers – postdoctoral students is announced by the Rector of MBU. Candidates are chosen by a selection committee appointed by the Rector of MBU. It consists of representatives of universities, external research institutes and constituents of MBU providing the third degree of higher education. The selection committee makes a decision based on the personal interview and assessment of provided

materials. Further employment of the candidate at the particular department/institute is taken into account. The Rector of MBU reserves the right to invite only selected candidates to an interview.

4. The candidate for the post of researcher – postdoctoral student will submit following documents: a) curriculum vitae, b) a copy of the second- and third-degree diplomas, c) an overview of publishing activities, including responses to published works; in the case of outputs that are not registered in the WoS and SCOPUS professional databases, copies are submitted at the time of application; copies of the pages showing the candidate's authorship and the relevant bibliographic information (title page of the publication, the imprint, the content, the peer review documentation if the reviewers are not included in the publication), d) an overview of participation in the scientific research projects and completed study visits abroad, e) a letter of recommendation from one external professor/ expert in the given field, g) the research plan to be implemented on respective post, including timeline of activities (maximum 2 pages), h) confirmation of the practice to date (as appropriate), i) criminal record (this is submitted only by accepted candidates).
5. Upon termination of employment, the postdoctoral student shall submit a report on the results achieved, a list of published works and works to be printed to the rector of MBU. The report is signed by the professor of the authorized department of MBU.
6. These rules do not apply to those candidates who are employed by faculties from another sources (e.g. projects).

Article III

Final Provisions

1. The Rector's Order comes into force on 7 December 2015.

doc. Ing. Vladimír Hiadlovský, PhD.

Rector of MBU

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