

## **Příloha č. 2 – Šablony inzerátů pro akademické a neakademické pozice**

Inzeráty pro akademické pozice jsou zveřejňovány v anglickém jazyce. Znění zveřejněných inzerátů naleznete na [webových stránkách fakulty](#).

Přihlášky uchazečů a uchazeček jsou výběrové komisi zpřístupněny v aplikaci [Inet - Jobs.MU](#).

K dispozici jsou aktuálně tyto šablony:

<b>Akademické pozice</b>	<b>Neakademické pozice</b>
<ul style="list-style-type: none"><li>- Pozice Postdoc</li><li>- Pozice Assistant professor</li><li>- Pozice Associate professor</li></ul>	<ul style="list-style-type: none"><li>- Univerzální</li></ul>

**Doplňte/upravte**

## INVITATION FOR APPLICATIONS

The Dean of the Faculty of Economics and Administration, Masaryk University, invites applications for the following position:

### Post-doctoral position in ...

*Popsat koho hledáme, co bude náplní jeho práce (věcně, motivačně), např.:*

The Department of Corporate Economy at Masaryk University is looking for a highly motivated full-time (40 hours a week) post-doctoral researcher with a clear research focus, experience from collaboration with leading European universities, and potential for publishing in highly reputed international journals. Research interest in one of the following areas is beneficial: Entrepreneurship, Strategic Management, Human Resource Management, or Organizational Behaviour.

The selected candidate will have an opportunity to develop or expand on his/her research agenda within an established research group. The position involves limited teaching activity. The position is open for candidates with a recent Ph.D. in Business Management, Business Administration, or related fields.

or

Masaryk University, the Faculty of Economics and Administration, is looking for a highly motivated and productive junior post-doctoral researcher in the field of health economics.

Excellent background in the latest empirical methods, as well as a desire to apply economic research to policy questions is expected. The candidate should be an independent researcher with a promising research agenda in the above-described field. The postdoc's primary responsibility is to conduct research within the health economics area with stress put on the options within the public policies and their implementation.

#### What does the position entail?

- publishing in top-tier academic journals in the field of ...
- active collaboration with other members of the department
- developing international cooperation with leading universities in Europe
- participation in lectures and seminars for bachelor or master students focused on candidate's research topics with a workload of 2-4 hours per week
- supervision of several bachelor and master theses connected to the candidate's research topic

#### What do we require?

- Ph.D. in the field of ..., or related field from a reputed university / or a full-time post-doctoral researcher (candidate with academic title PhD in economics or related area)
- research interest in ... / or focus on a research career path
- excellent background in the latest .... method
- your previous research should demonstrate the publication potential in leading scientific journals / or

excellent research potential (can be shown by publications in top-tier peer-reviewed journals or by excellent dissertation and promising manuscripts)

- active participation in international research conferences, presentation of research result at such conferences and other professional encounters abroad
- experience with collaboration with researchers from universities with high reputation
- ability to write, lecture, and communicate in the English language (at least C1 level)
- interest in staying at the faculty for at least 3 years
- the earliest starting date of the contract is January 1st, 2023; a later starting date can be negotiated

### What do we offer?

- a full-time (40 hours a week) Post-doctoral position at one of the highest-ranked universities in the region of Central and Eastern Europe
- the opportunity to collaborate with researchers regularly publishing in high-quality international journals
- a 3-year post-doc contract / or fixed-term position that ends on June 30th, 2024 and could be prolonged
- a wage of up to 60 000 CZK/month (around 2 400 EUR; the median wage in the Czech Republic is about 34 000 CZK/month – around 1300 EUR) / or based on experience and seniority, the salary goes up to 2 500 ERU/month in gross wage (average wage in Czech Republic is around 1500 EUR, median was is 1300 EUR)
- opportunities for professional growth (e.g., university seminar series, internships, exchanges, participation in research projects, staff development programmes etc.)
- flexible working hours and occasional home office to support personal needs in family and career,
- wide range of employee benefits (e.g., 8 weeks of paid vacation per year, contribution to meal and pension savings, language courses, university cinema, exclusive mobile tariff, sports activities, vaccination)
- relocation support and help from the International Staff Office (ISO), possibility of subsidized university housing
- friendly and international working environment
- opportunity to work and live in a [modern, dynamic, and safe university city](#)

### About the workplace

Masaryk University is an academically diverse and research-intensive university with a strong commitment to high-quality research and education. The university offers an inspiring research and teaching environment to its 35,000 students and 5,500 employees.

MUNI is located in the university city of Brno, Czech Republic. Based on the most recent OECD Better Life Index data, Czech Republic ranks next to the US and the UK. Proximity to nature and other historical cities (e.g., Prague, Vienna, Budapest), variety of cultural and entertainment attractions, and top personal safety, make Brno one of the top 100 university cities in the world according to students. More details can be found [here](#).

Faculty members conduct quality research with peers from other Czech, European, and American universities. Members of the faculty have published in journals such as Journal of Public Economics, Journal of Urban Economics, Journal of Economic Behavior and Organization, Oxford Bulletin of Economics and Statistics, Scientific Reports. The

administrative staff is experienced in helping researchers with both national and international grant applications.

or

**The Department of Corporate Economy** is a part of Masaryk University, offering bachelor, master, and doctoral study programs in Business Management. The department develops a multidisciplinary pole of expertise to propose both fundamental and applied research. Department's research activities involve the following topics: R&D investment and performance feedback; Family business continuity and performance; Customer classification, attitudes, and decision-making; New business models in the circular economy; Positive human resource management; Information systems business value; Knowledge management in projects, and others. See the [departmental website](#).

### Application and selection procedure

The application shall be **submitted online by November 27<sup>th</sup>, 2022 via an e-application** (please, use the link in the e-application section below). Interviews for the position will be held online or in-person at Masaryk University.

If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account, recognizing that the quantity of your research may be reduced as a result. Leave to which the candidate is entitled by law or collective agreement shall be excluded when calculating the time since finishing the PhD.

Your application must include:

- cover letter with a description of your research agenda in the desired area / **or** a cover letter explaining the candidate's motivation for the position just at Masaryk University and in the Czech Republic
- a full professional CV including the complete bibliography of published works (or provide a link where the information could be found) / **or** academic CV, including a summary of work experience and involvement in research projects
- ResearcherID and a link to an updated WoS Author profile (please include the ID and the link in the CV)
- **health economics paper** and up to two other research papers / **or** a job market paper or 1-2 best published papers (you can provide a link to your publicly available papers instead of full texts)
- up to three recommendation letters / **or** a reference letter (written by the supervisor or other senior researcher)

Your application will be considered by an expert committee. Candidates of interest will be invited to an interview, and, if relevant, to deliver a trial teaching session/seminar/lecture.

After submitting your application successfully, you will receive an automatic confirmation email from [jobs.muni.cz](mailto:jobs.muni.cz).

For further information about the position and the department, please contact **the member of the department ...**, e-mail: [jmeno.prijemeni@econ.muni.cz](mailto:jmeno.prijemeni@econ.muni.cz).

If you need help uploading your application or have any questions about the recruitment process, please contact the head of HR department Jana Leva, e-mail: [jana.leva@econ.muni.cz](mailto:jana.leva@econ.muni.cz).

All interested candidates are encouraged to apply regardless of personal background. The selection process is based on an Open Transparent Merit-based Recruitment Policy. Masaryk University does not discriminate in educational or employment opportunities or decisions on the basis of race, colour, religion, sex, national origin, age, disability or sexual orientation. The faculty holds the [HR Excellence in Research Award](#).

<b>Workplace:</b>	Faculty of Economics and Administration, Masaryk University, Brno, Czech Republic
<b>Type of Contract:</b>	Temporary academic position with a 3-years contract / <b>or</b> Fixed-term position that ends on June 30th, 2024
<b>EU Researcher Profile:</b>	R2
<b>Working Hours:</b>	<b>1 FTE (full-time employment of 40 hours per week)</b>
<b>Expected Start Date:</b>	<b>July 1st, 2022</b> or later / <b>or</b> between <b>January 1st and March 1st, 2023</b>
<b>Number of Open Positions:</b>	<b>1</b>
<b>Application Deadline:</b>	<b>November 27th, 2022</b>
<b>We are looking forward to hearing from you!</b>	
Brno, <b>October 24 th, 2022</b>	
<b>Prof. Mgr. Jiří Špalek, Ph.D.</b> The Dean of the Faculty of Economics and Administration	

**Doplňte/upravte**

## INVITATION FOR APPLICATIONS

The Dean of the Faculty of Economics and Administration, Masaryk University, invites applications for the following position:

### **Assistant professor in ... the field of ... (tenure-track)**

*Popsat koho hledáme, co bude náplní jeho práce (věcně, motivačně), např.:*

**The Department of Economics** at the Masaryk University, Faculty of Economics and Administration, is looking for a highly motivated and productive assistant professor in the field of macroeconomics. The position is funded for 6 years. After this time, it is expected that the candidate will obtain associate professor qualification and

or

**The Department of Corporate Economy at Masaryk University** is looking for a highly motivated, experienced full-time (40 hours a week) Assistant professor (tenure-track) with a clear research focus, publications in highly reputed international journals, and an established network of collaborators from leading European universities. The successful candidate will cooperate in teaching mandatory and optional courses in Organizational Behaviour and Human Resource Management.

The position is designed to allow the candidate to work in an established team and to pursue their research agenda and develop new research projects. Active participation in teaching (both lecturing and tutoring) is an integral part of the job.

#### **What does the position entail?**

- conduct your own research
- contribute to the development of the research group and the department's research / **or** active collaboration with other members of the department
- publish research in leading international journals and convey findings both in academia and to the general public / **or** publishing in top-tier academic journals in **the field of ...**
- extend international network of the group and the department / **or** developing international cooperation with leading universities in Europe
- take part and lead applications for external funding of research projects / **or** seeking external research grants
- teach and supervise students at bachelor, master and PhD. level mainly in the area of ... / **or**
- participation in teaching bachelor and master courses in **the ... program** with a **workload of 7 - 9 hours** per week
- supervision of bachelor and master theses.
- contribute to the development and use of varied teaching activities and forms of assessment

**It is expected that the successful candidate during the first six years:** *(if applicable)*

- publishes at least four papers in the leading international journals in the field

- develops and submits competitive project applications to the Czech Science Foundation, Horizon Europe or similar funding sources

### What do we require?

- PhD within the field of ..., or related field
- excellent background in the latest ... methods
- your previous research should demonstrate the publication potential in leading scientific journals
- experience with teaching at a university level / or publications in reputed journals in the field of...
- experience with collaboration with researchers from universities with high reputations
- ability to lecture and communicate in the English language (at least B2 level)
- interest in staying at the faculty for at least 3 years
- international network of collaborators is considered as advantage
- experience with project acquisition is considered as advantage

We are looking for a person who:

- has a high working capacity
- is ambitious
- is motivated to contribute to academic development
- has good collaboration and communication skills
- wishes to contribute to a good and constructive work environment

### What do we offer?

- Tenure-track assistant professor position related to research (60 %) as well as teaching (40 %). The position is subject of two types of assessment:
  - mid-assessment after 3 years
  - final tenure assessment after 6 years
- or / A full-time (40 hours a week) Assistant Professor (tenure-track) position at one of the highest-ranked universities in the region of Central and Eastern Europe.
- Initial 3-years contract that will be prolonged for another 3 years after the positive mid-assessment. In case of positive final tenure assessment, the candidate will be employed as tenured associate professor. / or A 3-year initial contract (with possible extension and the tenure track
- The monthly salary is 60 000 CZK – 80 000 CZK (i.e. €2,400 - €3,200) before taxes depending on qualification and seniority (average wage in Czech Republic is around €1500/month, median wage is €1300)/ or An initial wage of 40 000 – 50 000 CZK/month (around 1 600 – 2 000 EUR) + bonuses (the median wage in the Czech Republic is about 34 000 CZK/month).
- The possibility of cooperation within the European network of EDUC universities.
- Research and teaching collaboration with the head of the department XY (researcherID ...).
- Support of experienced project and grant departments.
- Possibility of subsidized university housing and relocation support from the International Staff Office (ISO). / or Relocation support and help from the International Staff Office (ISO).

- Opportunities for professional growth (e.g., university seminar series, internships, exchanges, participation in research projects, staff development programmes).
- Flexible working hours and occasional home office to support personal needs in family and career.
- Employee benefits (e.g., 8 weeks of paid vacation per year, contribution to meals and pension savings, language courses, university cinema, exclusive mobile tariff, sport activities, vaccination)
- Friendly and international working environment
- Opportunity to work and live in a [modern and dynamic university city](#).

### **About the workplace**

Masaryk University is an academically diverse and research-intensive university with a strong commitment to high-quality research and education. The university offers an inspiring research and teaching environment to its 35,000 students and 5,500 employees.

MUNI is located in the university city of Brno, Czech Republic. Based on the most recent OECD Better Life Index data, Czech Republic ranks next to the US and the UK. Proximity to nature and other historical cities (e.g., Prague, Vienna, Budapest), variety of cultural and entertainment attractions, and top personal safety, make Brno one of the top 100 university cities in the world according to students. More details can be found [here](#).

**The Department of Corporate Economy** is a part of Masaryk University, offering bachelor, master, and doctoral study programs in Business Management. The department develops a multidisciplinary pole of expertise to propose both fundamental and applied research. Department's research activities involve the following topics: R&D investment and performance feedback; Family business continuity and performance; Customer classification, attitudes, and decision-making; New business models in the circular economy; Positive human resource management; Information systems business value; Knowledge management in projects, and others. See [the departmental website](#). / or

**The Department of Economics** has an active research groups in the field of macroeconomics, empirical microeconomics, experimental economics and transportation economics. Department members conduct quality research with peers from other European universities. Members of the department have published in journals such as Journal of Urban Economics, Journal of Economic Behaviour and Organization, Oxford Economic Papers, Public Choice or Scientific Reports. The administrative staff is experienced in helping researchers with both national and international grant applications. See [the departmental website](#).

### **Application and selection procedure**

The application shall be **submitted online by November 27<sup>th</sup>, 2022 via an e-application** (please, use the link in the e-application section below). Interviews for the position will be held online or in-person at Masaryk University.



If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account, recognizing that the quantity of your research may be reduced as a result. Leave to which the candidate is entitled by law or collective agreement shall be excluded when calculating the time since finishing the PhD.

Your application must include:

- cover letter with a description of your research agenda in the desired area / **or** a cover letter explaining the candidate's motivation for the position just at Masaryk University and in the Czech Republic
- a full professional CV including the complete bibliography of published works (or provide a link where the information could be found) / **or** academic CV, including a summary of work experience and involvement in research projects
- up to three research papers (published or unpublished) that you would like to be considered in the assessment
- names and contact of three referees that will provide recommendation letters upon request / **or** a list of current international collaborations (names, institutions, type of collaboration) with a focus on collaborations with highly ranked European universities
- researcherID and a link to an updated WoS Author profile (please include the ID and the link in the CV)

Your application will be considered by an expert committee. Candidates of interest will be invited to an interview, and, if relevant, to deliver a trial teaching session/seminar/lecture.

<b>Workplace:</b>	Faculty of Economics and Administration, Masaryk University, Brno, Czech Republic
<b>Type of Contract:</b>	Temporary academic position with a 3-years contract / <b>or</b> 3-year contract with possible prolongation and tenure-track academic position
<b>EU Researcher Profile:</b>	R2
<b>Working Hours:</b>	<b>1 FTE (full-time employment of 40 hours per week)</b>
<b>Expected Start Date:</b>	July 1st, 2022 or later / <b>or</b> between January 1st and March 1st, 2023 or later based on a mutual agreement
<b>Number of Open Positions:</b>	<b>1</b>
<b>Application Deadline:</b>	<b>November 27th, 2022</b>
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**Doplňte/upravte**

## INVITATION FOR APPLICATIONS

The Dean of the Faculty of Economics and Administration, Masaryk University, invites applications for the following position:

### **Associate professor in ... the field of ... (tenure-track)**

*Popsat koho hledáme, co bude náplní jeho práce (věcně, motivačně), např.:*

**The Department of Corporate Economy** at Masaryk University is looking for a highly motivated, experienced full-time (40 hours a week) Associate professor with a clear research focus, publications in highly reputed international journals, and an established network of collaborators from leading European universities. Research interest in one of the following areas is beneficial: Business performance evaluation, Business process management, Innovation management, Logistics and supply chain management, or Knowledge-intensive enterprises.

The position is designed to allow the candidate to pursue their research agenda and develop new research projects in the afore mentioned fields. The selected candidate will have an opportunity to develop or expand on his/her research agenda while leading a research group of two junior researchers and PhD candidates, seeking funding for research projects in the field and publishing in internationally recognized peer-reviewed journals. Active participation in teaching is integral part of the job. The position is open for experienced senior researchers as well as for talented young academics who are looking for their first associate professor position leading a research team at a reputed university.

#### **What does the position entail?**

- conduct your own research
- contribute to the development of the research group and the department's research / **or** active collaboration with other members of the department
- publish research in leading international journals and convey findings both in academia and to the general public / **or** publishing in top-tier academic journals in **the field of ...**
- leadership role in a research team
- providing peer support to other teams within the department
- extend international network of the group and the department / **or** developing international cooperation with leading universities in Europe
- take part and lead applications for external funding of research projects / **or** seeking external research grants
- teach and supervise students at bachelor, master and PhD. level / **or**
- participation in teaching bachelor and master courses in **the ... program** with a **workload of 4 - 6 hours** per week
- supervision of master theses and doctoral students
- contribute to the development and use of varied teaching activities and forms of assessment

**It is expected that the successful candidate during the first six years:** *(if applicable, e.g.)*

- publishes at least four papers in the leading international journals in the field
- develops and submits competitive project applications to the Czech Science Foundation, Horizon Europe or similar funding sources
- develops and submits one or more competitive project applications to the European Research Council

### **What do we require?**

- PhD within the field of ..., or related field (your PhD should have been awarded no more than 5 years prior to the application deadline, excluding law entitled leave)
- at least 5 years of experience in a postdoc, researcher, assistant professor, or associate professor position
- multiple publications in the top 25 % of journals in the field of ...
- experience with the submission of research grant proposals and participation in research projects
- established international collaboration, including collaboration with researchers from universities with a high international reputation
- ability to lecture and communicate in the English language
- interest in staying at the faculty for at least 3 years
- ability to lecture and communicate in the English language (at least B2 level)
- you must be able to document recent peer-reviewed publications in Economic relevant for public and political economics, and a potential for future research at a high academic level

Preferred qualifications:

- experience with project acquisition and management
- experience with teaching and supervision

We are looking for a person who:

- has a high working capacity
- is ambitious
- is motivated to contribute to academic development
- has good collaboration and communication skills
- wishes to contribute to a good and constructive work environment

### **What do we offer?**

- A full-time (40 hours a week) Associate Professor (tenure-track) position at one of the highest-ranked universities in the region of Central and Eastern Europe.
- Own team of at least two full-time assistant professors.
- Support of experienced project and grant office.
- A 3-year initial contract (with possible extension and tenure).
- A yearly research budget of at least 3 000 EUR guaranteed by the department.
- A wage of 80 000 CZK/month (around 3 100 EUR) + bonuses (the median wage in the Czech Republic is about 34 000 CZK/month).
- Opportunities for professional growth (e.g., university seminar series, internships, exchanges, participation in research projects, staff development programmes).
- Flexible working hours and occasional home office to support personal needs in family and career.
- Wide range of employee benefits (e.g., 8 weeks of paid vacation per year, contribution to meal and pension savings, language courses, university cinema, exclusive mobile tariff, sports activities, vaccination).
- Relocation support and help from the International Staff Office (ISO), if relevant

- Friendly and international working environment.
- Opportunity to work and live in a [modern and dynamic university city](#) close to three European capitals Vienna, Prague, and Bratislava.

### About the workplace

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Your application must include:

- a cover letter explaining the candidate's motivation for the position just at Masaryk University and in the Czech Republic
- academic CV, including a summary of work experience, involvement in research projects, and description of teaching experience over the last 10 years / **or** a CV with a complete overview of your education and work experience

- list of publication, although not mandatory you can provide ResearcherID and a link to an updated WoS Author profile (please include the ID and the link in the CV)
- a list of current international collaborations (names, institutions, type of collaboration) with a focus on collaborations with highly ranked European universities / **or** details of projects for which you have served as project manager, including information on financing, duration, and scope
- up to three research papers (published or unpublished) that you would like to be considered in the assessment / **or** (Up to) five academic works - published or unpublished - that you would like to be considered in the assessment
- a research plan
- names and contact information for three relevant referees

Your application will be considered by an expert committee. Candidates of interest will be invited to an interview, and, if relevant, to deliver a trial teaching session/seminar/lecture.

After submitting your application successfully, you will receive an automatic confirmation email from jobs.muni.cz.

For further information about the position and the department, please contact **Vice-dean for Research, Science and Doctoral Studies, e-mail: Rostislav.Stanek@econ.muni.cz** / or **the member of the department ...., e-mail: name.surname@econ.muni.cz.**

If you need help uploading your application or have any questions about the recruitment process, please contact the head of HR department Jana Leva, e-mail: [jana.leva@econ.muni.cz](mailto:jana.leva@econ.muni.cz).

All interested candidates are encouraged to apply regardless of personal background. The selection process is based on an Open Transparent Merit-based Recruitment Policy. Masaryk University does not discriminate in educational or employment opportunities or decisions on the basis of race, colour, religion, sex, national origin, age, disability or sexual orientation. The faculty holds the [HR Excellence in Research Award](#).

<b>Workplace:</b>	Faculty of Economics and Administration, Masaryk University, Brno, Czech Republic
<b>Type of Contract:</b>	Temporary academic position with a 3-years contract / <b>or</b> 3-year contract with possible prolongation and tenure-track academic position
<b>EU Researcher Profile:</b>	<b>R3</b>
<b>Working Hours:</b>	<b>1 FTE (full-time employment of 40 hours per week)</b>
<b>Expected Start Date:</b>	July 1st, 2022 or later / <b>or</b> between January 1st and March 1st, 2023
<b>Number of Open Positions:</b>	<b>1</b>
<b>Application Deadline:</b>	<b>November 27th, 2022</b>

**We are looking forward to hearing from you!**

Brno, **October 24 th, 2022**

**Prof. Mgr. Jiří Špalek, Ph.D.**

The Dean of the Faculty of Economics and Administration

## Šablona pro neakademické pozice (univerzální)

Doplňte/upravte

### VÝBĚROVÉ ŘÍZENÍ

Tajemník Ekonomicko-správní fakulty MU vyhlašuje výběrové řízení na obsazení místa:

#### **Koordinátor/ka kvality a celoživotního vzdělávání**

*Hledáte novou pracovní výzvu, něco zajímavého a smysluplného? **Chcete se podílet na rozvoji studijní nabídky na Ekonomicko-správní fakultě? Je komunikace s lidmi Vaší silnou stránkou a rozumíte zároveň i úřednímu jazyku? Umíte si práci zorganizovat a nedělá Vám problémy sledovat termíny?** Naše nově otevřená pozice je právě pro Vás! Přidejte se do nadšeného, přátelského týmu studijního oddělení ESF MU.*

#### **Co zvládnete ještě letos?**

- Seznámit se s týmem, náplní práce a interními systémy
- Naplánovat a připravit podklady pro pravidelné roční hodnocení studijních programů
- Zkoordinovat začátek akademického roku v programech celoživotního vzdělávání
- Podílet se na vytvoření a propagaci nových e-kurzů v rámci celoživotního vzdělávání

#### **Co budete dlouhodobě dělat?**

- Koordinovat akreditační a evaluační procesy na fakultě a spolupracovat s akademickými i neakademickými pracovníky v rámci fakulty i univerzity
- Sestavovat časový harmonogram a připravovat podklady pro akreditace a evaluace v rámci institucionální akreditace
- Metodicky podporovat garanty studijních programů v rámci akreditačních a evaluačních procesů a poskytovat administrativní podporu v oblasti řízení a zajišťování kvality v souladu s akreditačními standardy
- Pracovat s evidencí studijních programů v Informačním systému MU
- Spravovat informace na fakultních webových stránkách v rámci svěřených agend

#### **Co k tomu budete potřebovat?**

- Vysokoškolské vzdělání
- Aktivní znalost angličtiny na úrovni B2
- Schopnost systémové koordinace procesů, samostatné a koncepční práce
- Vysokou úroveň organizačních a vyjednávacích dovedností
- Pečlivost, odpovědnost, spolehlivost, trpělivost a vstřícnost při práci s lidmi
- Mít chuť učit se nové věci, hledat nová řešení, ale také umět dotahovat věci do konce

#### **Co bude Vaší výhodou?**

- Orientace ve vysokoškolské problematice, znalost univerzitního prostředí
- Předchozí zkušenost s prací v oblasti správy vysokoškolské agendy nebo v oblasti vzdělávání

#### **Koho do svého týmu proděkan pro kombinované studium, celoživotní vzdělávání a kvalitu Petr Valouch hledá?**

*„Někoho, koho baví komunikovat s lidmi osobně i prostřednictvím moderních technologií, ale zároveň umí mít v pořádku 'papíry' a rozumí úřednímu jazyku v češtině i angličtině. Někoho, kdo má chuť učit se nové věci, nebojí se přijít s nápadem a je na něj spolehnoutí.“*



### Proč Vás to bude s námi bavit?

Čeká Vás důležitá, zajímavá, různorodá, samostatná a zodpovědná práce, která přispěje k budování prestiže Ekonomicko-správní fakulty a potažmo celé Masarykovy univerzity. Budete v úzkém kontaktu s akademickými i neakademickými pracovníky na fakultě. Práci a čas si rozvrhnete podle priorit a vlastních možností tak, aby vždy byly dodrženy všechny termíny. Budete mít dostatečný prostor pro zaškolení a příjemné zázemí mezi kolegy na studijním oddělení.

### Co navíc nabízíme?

- Prostředí prestižní univerzity
- Přátelský tým a příjemné pracovní prostředí
- Finanční ohodnocení odpovídající náročnosti pozice
- 6 týdnů dovolené
- Zaměstnanecké benefity (příspěvek na stravování, penzijní připojištění, očkování, služební notebook, telefon, bezplatné využití knihoven Masarykovy univerzity)
- Sportovní vyžití (Multisport karta, lekce na fakultě sportovních studií atp.)
- Možnost vzdělávání a osobního rozvoje
- Možnost zahraniční stáže

### Dává Vám to smysl?

V tom případě neváhejte a vyplňte přihlášku! Přiložte také svůj životopis a motivační dopis v českém a anglickém jazyce a my se Vám co nejdříve ozveme (použijte prosím odkaz „Elektronická přihláška“ níže). Po úspěšném odeslání Vaší přihlášky obdržíte emailem automatické potvrzení o jejím přijetí. Bližší informace Vám může poskytnout koordinátorka pro kvalitu a celoživotní vzdělávání Mgr. Pavlína Studená, e-mail: [pavlina.studena@econ.muni.cz](mailto:pavlina.studena@econ.muni.cz).

<b>Pracoviště:</b>	Studijní oddělení, Ekonomicko-správní fakulta Masarykovy univerzity
<b>Pracovní poměr:</b>	na dobu určitou 1 rok s možností prodloužení
<b>Výše pracovního úvazku:</b>	plný úvazek 40 hodin týdně nebo je možné pozici rozdělit na dva úvazky 0,6 Koordinátor/ka kvality a 0,4 Koordinátor/ka celoživotního vzdělávání.
<b>Datum nástupu:</b>	ihned nebo dohodou
<b>Počet otevřených pozic:</b>	1
<b>Uzávěrka přihlášek:</b>	20. května 2022

V Brně dne 6. 5. 2022

Ing. Artur Zatloukal  
tajemník

Za správnost: JUDr. Jana Levá

