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**FACULTY OF LAW**

**DEPARTMENT OF PUBLIC LAW**

**Associate Professor, vacancy ref. 5, disciplines: Ethics and Academic Integrity, Administrative Law. The Administrative Document and Accountability.**

a) Description of the Associate Professor Position, vacancy ref. 5. This position consists of:

- Discipline *Ethics and Academic Integrity* for *Criminal Science* Master's Degree Program, *Judicial Career* Master's Degree Program, *International and EU Law* Master's Degree Program, *Financial, Banking and Insurance* Master's Degree Program, comprising 6.5 lecture-hours.
- Discipline *Administrative Law. The Administrative Document and Accountability* for *Public Administration* Bachelor's Degree Program, comprising 2 lecture-hours and 2 seminar-hours for the full-time learning and 1 hour for the activities related to distance learning.

b) the duties of the person applying for the vacant position are:

- to give lectures;
- to coordinate seminars and practical works;
- to supervise dissertations.

c) minimum gross salary offered for the position when being hired: LEI 5946 + 15% (doctoral bonus);

d) the vacancy schedule:

- the announcement regarding the organization of the competition shall be published two months at the latest before the date when the first stage of the competition takes place;
- the period of applications for the competition starts on the day when the Official Gazette of Romania, Part III, publishes the vacant position and is over 15 days before the first stage of the competition takes place.

e) the topics for the examination are included in the appendix;

f) the description of the examination procedure is provided in the methodology annexed to this document;

g) the list of documents which applicants shall include in their application file:

- application form, signed by the applicant; this form shall include a statutory declaration for the accuracy of the information included in the file – according to the annexed model;
- the applicant's curriculum vitae (paper and electronic version);

- the applicant's list of published papers (paper and electronic version);
- the form according to which the applicant fulfils the university standards for taking part in the examination, as shown in the model form provided in the university methodology, which is to be filled in and signed by the applicant;
- the documents which confirm the PhD degree: legalized copy of the PhD diploma and, if the original PhD diploma is not recognized in Romania, the certificate which confirms its validity;
- the summary of the PhD thesis, both in Romanian and in an international language, in no more than one page for each language;
- a proposal for the applicant's academic career development plan, comprising both teaching and research activities; this proposal is drawn up by the applicant, it comprises 10 pages at the most and it is one of the most important criteria for selecting the applicants;
- a statutory declaration in which the applicant points out to the incompatibilities which might exist – as provided by Law no. 1/2011 – in case he/she passes the examination or the lack of such incompatibilities;
- a statutory declaration in which the applicant should indicate that no disciplinary sanctions has been enforced on him/her in the last 3 years;
- a document certifying that the applicant's academic activity in the last 3 years has been evaluated as 'excellent';
- copies of other diplomas which certify the applicant's studies (baccalaureate diploma or certificate which confirms it, bachelor's degree diploma and diploma supplement or certificates which confirm this degree, master's diploma and diploma supplement or certificate which confirms this degree, certificates which confirm attendance of professional training courses etc.);
- copy of the identity card or, if the applicant does not have an identity card, of the passport or another document which confirms his/her identity and which was issued as an equivalent of his/her identity card or passport;
- if the applicant has changed his/her name, he/she must present copies which confirm the change of his/her name – marriage certificate or the proof that the name was changed;
- maximum 10 research papers/studies (electronic version) selected (the most representative for his/her professional accomplishments) by the applicant; if these papers are not available in an electronic format, they will be presented in a printed form;
- providing evidence for observance of the national standards for occupying teaching positions, which are specific for the didactical position of associate professor, in conformity with the minimum criteria provided by the *Nicolae Titulescu* University's Methodology for organising competitions for academic promotion in higher education.

h) the applicant's file shall be submitted to the University's Human Resources Department (București, Calea Văcărești, nr. 185, sector 4, et. 2).