

IBCH PAS RECRUITMENT NO. 1/2024

for THE POSITION OF THE PLENIPOTENTIARY OF THE DIRECTOR FOR PSNC

INSTITUTION:	Institute of Bioorganic Chemistry, Polish Academy of Sciences (IBCH PAS)
VENUE:	Poznań
POSITION:	Plenipotentiary of the Director For PSNC (Poznań Supercomputing and Networking Center)
AVAILABLE VACANCIES:	1
PUBLICATION DATE:	30.10.2024 r.
SUBMISSION DEADLINE:	29.11.2024 r.
IBCH PAS WEBSITE:	https://portal.ichb.pl/homepage/

KEY WORDS: informatics, information technologies, high-performance computers, computing clusters, network services, informatics applications, human resource management, budget management, unit development strategy

The aim of the recruitment is to recommend the Director of IBCH PAS a candidate/candidates for the position of the Plenipotentiary of the Director for PSNC. The recruitment is carried out by a recruitment committee, appointed by the Director of IBCH PAS.

The recruitment encompasses two stages:

1) stage I – concerning formal evaluation of the recruitment application, and checking, based on the submitted documents, whether a given candidate fulfills the minimum requirements for the position, as described in section III herein;

2) stage II – concerning merit-based assessment of the candidate, including:

- evaluation of the candidate's knowledge concerning: functioning of PSNC, specificity of the activity of this unit under the system of higher education and science, as an institution of the public finance sector, specificity of cooperation of PSNC under Polish and international research unit networks, informatics and telecommunication market issues;

- evaluation of the candidate's predispositions to manage PSNC, based on the interview and the concept for functioning and development of PSNC presented by the candidate. The candidate is obliged to file his/her own concept for functioning and development of PSNC, in the form of a presentation, along with the recruitment application (sending the concept on a later stage, or modifying the concept in the course of recruitment procedure is not possible).

ATTENTION! Only the candidates selected by the recruitment committee out of those who submitted a correct application on time, along with the concept for functioning and development of PSNC, and fulfill the minimum requirements for the position, as described in section III herein, shall be invited to take part in Stage II.

The interview with the candidate is held by the recruitment committee. The candidate is obliged to take part in the interview. Resignation from taking part in the interview is unequivocal to resignation from further participation in the recruitment procedure.

The recommendation of the recruitment committee is not binding for the Director of IBCH PAS.

The recruitment procedure may be annulled, without giving a reason.

I. Position description

The recruitment concerns a full-time position of the Plenipotentiary of the Director For PSNC.

PSNC is one of the largest networking and supercomputing centers in Poland. It was found in 1993, and from the very beginning, it has been affiliated to IBCH PAS in Poznań (constituting a unit of the public finance sector, and an institution forming the system of higher education and science, and operating in favor of this system). For many years, PSNC has played a role of an international hub of the European research area for ICT, and an important research-development center. It hosts projects under the EU Framework Programs, in cooperation with more than a thousand partners worldwide. It develops the HPC infrastructure, systems of which are ranked on the TOP500 and GREEN500 lists, and conducts advanced research projects, inter alia, within the field of big data, computing clouds and quantum technologies. It manages the PIONIER network, connecting Polish and international research institutions. Since 2022, it has been responsible for the National Quantum Computing Hub, within the IBM Quantum Network. Currently, PSNC employees ca. 450 people. More information on PSNC can be found here: <https://www.psync.pl/>

The role of the Plenipotentiary of the Director for PSNC is to manage the activity of PSNC, in cooperation with the Director of IBCH PAS, and conduct substantial and financial supervision of the entirety of the PSNC activity. The Plenipotentiary of the Director for PSNC is held responsible for infringement of the public finance discipline. The PSNC activity encompasses implementation of scientific projects, research and development projects, as well as application projects, and providing a wide range of services in the field of informatics, tele-informatics and telecommunication. The unit is located in Poznań, the headquarters of the PSNC management staff is located at Jana Pawła II 10. On-site work is mandatory.

II. Responsibilities

1. Managing the activity of PSNC.
2. Conducting substantial and financial supervision of the entirety of the PSNC activity.
3. Planning and implementation of the PSNC development strategy.
4. Shaping the HR policy within PSNC.
5. Developing scientific activity, as well as research and development activity of PSNC, with particular focus on maintaining or improving the scientific category awarded to IBCH PAS under the information and communication technology discipline, upon the most recent evaluation.
6. Cooperation with the management of IBCH PAS.
7. Representing PSNC in contacts with contractors and cooperating units.
8. Acquiring and maintaining the existing domestic and international collaborations.

III. Position requirements

1. Higher education degree (at least MSc/MSc Eng. degree, or equivalent) in informatics, computer and information sciences, information and communication technology, or related disciplines.
2. Excellent awareness of practical problems concerning the informatics and tele-informatics sector (ICT), technical aspects and potential, novel applications of informatics, tele-informatics and telecommunication.
3. Experience in working on a management position (at least 5 years). Management position is understood in particular as the position of a Director, Manager, Deputy Director, Deputy Manager of an organizational unit; president, vice president or member of the management board of an organizational unit.
4. Experience in managing a large team (more than 50 people).

5. Experience in planning and controlling the budget of an organizational unit or venture (e.g. project), with a total value of at least 1 million PLN.
6. Fluency in English to the extent allowing for effortless oral and written communication concerning both technical and managerial issues.
7. Communicative fluency in Polish, both spoken and written.
8. Additional assets:
 - post-graduate diploma, MBA or EMBA,
 - experience in working in the business sector,
 - experience in working at PSNC or a similar supercomputing and networking center,
 - knowledge on the specificity of functioning of the units from the public finance sector,
 - high communication skills, ease of networking, ability to resolve conflicts.
9. Full-time engagement when it comes to working for PSNC is expected from the candidate. Additional employment shall require consent of the Director of IBCH PAS.

IV. Required documents

1. Resume (2 pages A4 maximum).
2. Motivation letter (2 pages A4 maximum).
3. Copies of the diplomas confirming obtainment of professional titles, as well as research degrees and titles.
4. Description of the current research achievements, including a list of the occupied management positions, encompassing the employment period for each position, responsibilities and number of subordinates.
5. List of the most significant professional achievements (no more than 10), e.g. scientific or research and development achievements, as well as organizational or commercialization achievements.
6. Information confirming the candidate's experience in planning and controlling the budget of an organizational unit, venture or project, with a total value of at least 1 million PLN, including the name of the unit/venture/project, and the tasks fulfilled by the candidate.
7. Concept for functioning and development of PSNC for the next 2 years, including the substantial and financial aspects, drawn-up in the form of a multi-media presentation, to be delivered during a ca. 15-minute long presentation, stored on an electronic data storage medium.
8. Copies of the certificates/confirmations/diplomas regarding completion of post-graduate studies, MBA, EMBA; if applicable.
9. Statement expressing consent for personal data processing for the purposes of the recruitment procedure and potential employment.

V. Applications should be filed at the Secretariat of the Institute of Bioorganic Chemistry, PAS in Poznań, or sent to the following address:

Institute of Bioorganic Chemistry, PAS

Z. Noskowskiego 12/14

61-704 Poznań

with a note: RECRUITMENT FOR THE POSITION OF THE PLENIPOTENTIARY OF THE DIRECTOR FOR PSNC

VI. The submission deadline is **November 29th, 2024.**

VII. Estimated date of closure of the recruitment procedure: **December 31st, 2024**

VIII. Employment shall take place pursuant to the regulations of the Act of April 30th, 2010 on the Polish Academy of Sciences, and the Labor Code of Poland.

IX. Employment conditions

1. Working hours: full-time.
2. Employment shall be based on an employment contract for the period of at least 2 years, with possible extension upon assessment of performance within the previous employment period.
3. The remuneration is to be settled depending on the candidate's qualifications and experience.
4. Preferable date of employment: **January 1st, 2025**

X Selection criteria

1. Competences in informatics, technical informatics and telecommunication, as well as tele-informatics.
2. Candidate's professional experience, including experience gained upon working on management positions.
3. Concept for functioning and development of PSNC presented by the candidate.

For additional information, please contact:

The Secretariat of the Director of IBCH PAS, e-mail: ibch@ibch.poznan.pl

Information clause:

Under article 13 of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), further referred to as GDPR, we hereby inform that:

1. *The Institute of Bioorganic Chemistry, Polish Academy of Sciences, seated in Noskowskiego St. 12/14, 61-704 Poznan; REGON 000849327, NIP 777-00-02-062 is the administrator of the collected personal data (further referred to as the Institute).*
2. *The Administrator appointed a Data Protection Officer, who can be contacted in writing, via traditional mail, by sending a letter to the following address: Z. Noskowskiego St. 12/14, 61-704 Poznan, or by sending an e-mail to: dpo@ibch.poznan.pl.*
3. *The personal data of the candidates is processed for the purposes of fulfilling the tasks of the administrator, associated with conducting the recruitment procedure for a vacant position.*
4. *The legal basis for processing personal data is the Act of 26 June 1974 – The Labor Code, Act of 30 April 2010 on the Polish Academy of Sciences or the consent of the person whose data shall be subjected to processing.*
5. *Your personal data shall be subjected to processing for period of 3 months upon the date of the decision of the recruitment committee. Following this period, the data will be irretrievably and effectively destroyed.*
6. *The personal data of the candidates shall not be transferred to any third country.*
7. *The person whose data shall be subjected to processing has the right to:*
 - a) *request access to his/her personal data, and to amend it or delete it, pursuant to articles 15-17 of GDPR;*
 - b) *limit data processing, in the events stipulated in Article 18 of GDPR;*
 - c) *data transferring, pursuant to Article 20 of GDPR;*
 - d) *withdraw consent at any moment, without influencing compliance with the law of the processing that was executed prior to consent withdrawal;*
 - e) *file a complaint to the Inspector General for Personal Data Protection.*

Providing personal data in the scope stipulated in article 22 (1) of the Act of 26 June 1974 – The Labor Code is mandatory, whereas providing data in a broader scope is voluntary and requires consent for its processing.

Whistleblower Protection:

Please be informed that when reporting violations using the dedicated whistleblower system, the personal data of the reporting individual will be processed in accordance with the applicable data protection regulations, including the aforementioned Regulation of the European Parliament and of the Council (EU 2016/679 of April 27, 2016). We ensure the confidentiality and protection of the identity of whistleblowers, and their data will not be disclosed without their consent unless required by law.

Detailed rules regarding the protection of personal data and the procedures for reporting violations can be found in our Internal Reporting Regulations at the Institute of Bioorganic Chemistry of the Polish Academy of Sciences, available via the following link:

<https://portal.ichb.pl/wp-content/uploads/2024/10/INTERNALREPORTINGREGULATIONS.pdf>