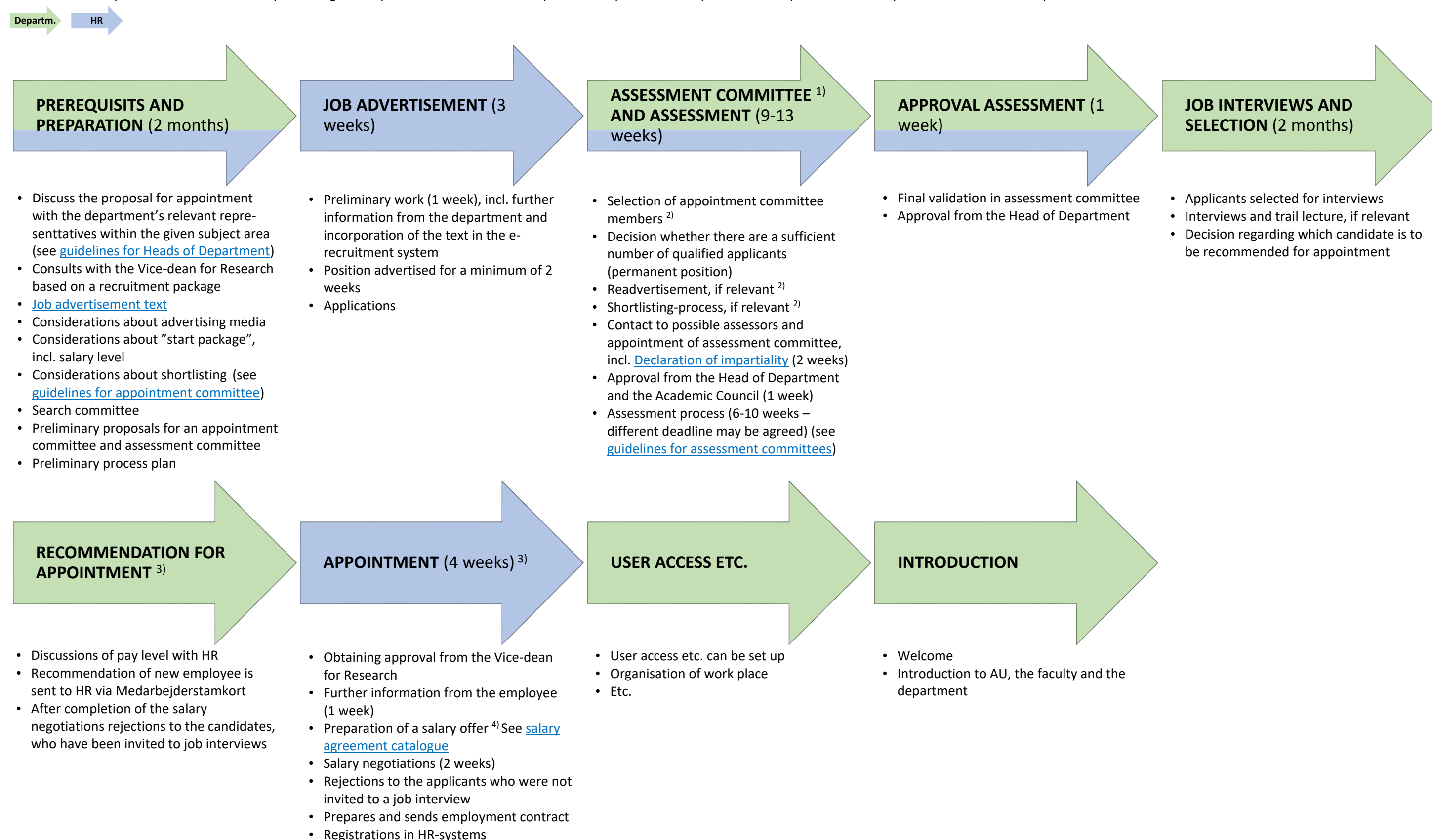


**Estimated processing time is app. 9 months before employment contract. From submission of job advertisement text to HR the processing time is app. 7 months (app. 29 weeks) <sup>2) 3)</sup>**

There are several possibilities to shorten the processing time – please see below for which parts of the process the department is responsible. Several processes can also run in parallel.



1. Assessment committee must consist of three members at associate professor level or higher and ideally one at professor level. Of these, two must be from outside AU, with at least one of them from abroad.  
 2. Time spent on readvertisement, shortlisting and selection of appointment committee members has not been included in the processing time, but shortlisting may shorten the assessment committee's process.  
 3. Time spent on the employee's resignation period in an existing job is not included in the estimated processing time. Neither the obtaining of approved residence and work permit if the new employee is not a Union citizen or EEA national (processing time approx. 1½ months and further 1 month around Summer and Christmas).  
 4. Time spent on a pay supplement beyond the Head of Department's negotiating mandate, are not included. Processing time approx. 2 weeks extra to obtain approval from the Dean.