Template for job advertisement

**Postdoc in X**
The Department of X at Faculty of Health at Aarhus University invites applications for a position as Postdoc in the field of X as per 1 September 2022 or as soon as possible thereafter. The position is a fixed-term full-time position for X months/years.

***(****Insert department profile text – e.g. Biomedicine – here).*The department of Biomedicine prioritises diversity and a good work environment, as this is a prerequisite for groundbreaking research. In a diverse and international research environment, dedicated employees are looking to generate new knowledge within biomedical research areas such as infection and inflammation, membranes, neuroscience and personalised medicine. The Department of Biomedicine provides research-based teaching of the highest quality and is responsible for a large part of the medical degree programme. Academic staff contribute to the teaching. English is the preferred language in the laboratory, at meetings and at seminars. The department employs approx. 500 people from all over the world, and they make use of the department's modern laboratory-, core- and animal facilities. The Department of Biomedicine focuses on innovation, entrepreneurship and collaboration with business and industry, and numerous researchers from the department have established companies to develop new medicinal treatments founded in professional scientific basic research. You can read more about the department [here](https://biomed.au.dk/) and about the faculty [here](https://health.au.dk/).

**About the research project**Insert a brief description of the project’s topic.

**Your job responsibilities**As Postdoc in X your position is primarily research-based but may also involve teaching assignments. You will contribute to the development of the department through research of high international quality. In your daily work, you will work closely with colleagues on your project, where you will receive supervision and guidance.

Your main tasks will consist of:

* Independent research of high international quality, including publication.
* ... Additional specific tasks for the position in question (consider particular methods, theories, programmes, teaching etc.).

You will report to the Head of Department XX.

**Your competences**You have academic qualifications at PhD level, for example within the following areas insert areas. If necessary supplement with specific expectations for the position.

As a person, you have good interpersonal skills, are inclusive and team-oriented and able to contribute to a good work environment. We expect you to be fluent in oral and written English.

In order to be assessed as qualified for a Postdoc position, you must meet [these academic criteria](https://health.au.dk/fileadmin/www.health.au.dk/Om_Health_Ekstern/Ledige_stillinger/Ansaettelsesprocedurer/PDF/Criteria-for-appointment-postdoc.pdf).

Shortlisting will be used. *(delete if shortlisting is not used)*

You will be part of the on-call scheme (describe briefly). *(delete if not relevant)*

Obtaining a child certificate is a prerequisite for employment in the position. *(delete if not relevant)*

**Questions about the position**If you have any questions about the position, please contact Head of Department XX tel.: (+45) 8715 0000.

Your place of work will be the Department of X, insert address, DK-8000 Aarhus C, Denmark.

We expect to conduct interviews insert date or week.

**THE TEXT BELOW IS AU STANDARD – FOUND IN EMPLY AND CANNOT BE EDITED**
**Terms of employment**

* Appointment as a postdoc requires academic qualifications at PhD level.
* Further information on the appointment procedure can be found in the [Ministerial Order on the Appointment of Academic Staff at Universities](https://international.au.dk/fileadmin/Bekendtgoerelse_nr__242_af_a3__MARTS_2012_-_ENGELSK_UDGAVE.pdf).
* The appointment is in accordance with the [Danish Confederation of Professional Associations](https://www.retsinformation.dk/eli/retsinfo/2021/10084) (Akademikerne).
* Remuneration is in accordance with the above, and the [Salary agreement catalogue for staff at Health](https://health.au.dk/en/about-health/vacant-positions/rules-and-regulations/salary-agreement-catalogue).
* The yearly base salary for a fulltime postdoc is between DKK 484.214,84 and DKK 538.720,20 depending on the years of working experience after achieved MSc degree. The base salary includes a position related supplement and pension (17.1 %). Additional supplement(s) for special qualifications can be negotiated. Authorisation supplemement(s) will be granted, if relevant for the position. Your local eligible trade union representative at Aarhus University negotiates your salary on your behalf.
* Researchers recruited from abroad are offered a [special researcher tax scheme](https://medarbejdere.au.dk/en/administration/hr/payroll/taxation-of-researchers/taxation-aspects-of-international-researchers-employment-by-au/) with a lower tax rate.
* Further information on qualification requirements and job description can be found in the [Ministerial Order on Job Structure for Academic Staff](https://medarbejdere.au.dk/fileadmin/www.medarbejdere.au.dk/hr/Rekruttering/Onboarding/Ministerial_Order_no._1443_of_11_December_2019_on_Job_Structure_for_Academic_Staff_at_Universities.pdf).

**Application**
Your application must include the following:

* Motivated application
* Curriculum Vitae
* Diploma
* [Template for applicant - postdoc](https://health.au.dk/fileadmin/www.health.au.dk/Om_Health_Ekstern/Ledige_stillinger/Ansaettelsesprocedurer/Word/Template-for-applicant-postdoc.docx) must be completed and uploaded under ‘Template for applicant’
* A list of publications
* A teaching portfolio. We refer to [Guideline on the use of teaching portfolios](https://medarbejdere.au.dk/en/administration/hr/recruitmentandonboarding/employment/academic-staff/teaching-portfolios/)
* A maximum of five of the publications of greatest relevance to the job may be submitted (optional)
* Research plan can be uploaded (optional)
* Coauthor statement(s) can be uploaded (optional)
* References/recommendations can be uploaded separately in the e-recruitment system (optional)

We refer to the faculty’s [Guidelines for applicants](https://health.au.dk/fileadmin/www.health.au.dk/Om_Health_Ekstern/Ledige_stillinger/Ansaettelsesprocedurer/PDF/Guidelines-for-applicants-to-academic-positions.pdf).

Aarhus University’s ambition is to be an attractive and inspiring workplace for all and to foster a culture in which each individual has opportunities to thrive, achieve and develop. We view equality and diversity as assets, and we welcome all applicants.

**Letter of reference**

If you want a referee to upload a letter of reference on your behalf, please state the referee’s contact information when you submit your application. We strongly recommend that you make an agreement with the person in question before you enter the referee’s contact information, and that you ensure that the referee has enough time to write the letter of reference before the application deadline.

Unfortunately, it is not possible to ensure that letters of reference received after the application deadline will be taken into consideration.

**International applicant?**
Aarhus University offers a broad variety of services for international researchers and accompanying families, including assistance with relocation and career counselling to expat partners. Please find more information about the International Staff Office and the range of services [here](https://internationalstaff.au.dk/). Aarhus University also has a Junior Researcher Association and offers career development support. You can read more about these resources [here](https://talent.au.dk/for-junior-researchers/).

*The application must be submitted via Aarhus University’s recruitment system, which can be accessed under the job advertisement on Aarhus University's website.*

**Aarhus University**
*Aarhus University is an academically diverse and research-intensive university with a strong commitment to high-quality research and education and the development of society nationally and globally. The university offers an inspiring research and teaching environment to its 38,000 students (FTEs) and 8,000 employees, and has an annual revenues of EUR 885 million. Learn more at*[*www.international.au.dk/*](http://www.international.au.dk/)