

COMPETITIVE PROMOTION 2025

APPLICATION FORM

LEGAL BASIS

- a) Art. 25, Loi du 27 juin 2018 ayant pour objet l'organisation de l'Université du Luxembourg
- b) Titre III, Section 4, du règlement d'ordre intérieur [ROI] de l'Université du Luxembourg (du 21 janvier 2025)

INSTRUCTIONS

We invite you to read the instructions below regarding each section of the form prior to filling it out.

GENERAL INFORMATION

- We would kindly remind you to keep your CV page on the UL website updated.
- The application consists of two parts: this application form and the “Annexes” document. Both must be uploaded to the designated submission platform of the European Science Foundation in PDF format and must not exceed 10 MB each.
- Please note that, while the personal statement, as well as the statements for each assessment area, serve as narratives to outline and describe the priorities across the various assessment areas, the “Annexes” document is intended to provide evidence of the candidate's achievements.
- Please use font types such as Arial or Times New Roman with a minimum font size of 11 points.
- In compliance with the recommendations of the San Francisco Declaration on Research Assessment (DORA), the University of Luxembourg urges parties involved in academic evaluation processes to accurately assess the candidates' published research results and scientific output based on the intrinsic quality of the content as well as the impact and contribution to the scientific community. We therefore advise candidates to avoid including bibliometrics in their documents.

SECTION 1: EMPLOYMENT AND PROFESSIONAL RECORD

Please provide information about your last five employments/positions and include any comments you deem necessary for clarification.

SECTION 2: QUALIFICATIONS

Please list your higher education degrees, starting with the most recent. Career breaks, diverse career paths, or individual circumstances should be briefly explained in the respective field below the qualifications. Please mention all information that you consider necessary for the expert reviewers and the external evaluation committee to take into account when reviewing your documents.

SECTION 3: MANDATES

Please list professional mandates for which you were elected or nominated.

SECTION 4: PERSONAL STATEMENT (max. 2 pages)

All applicants must submit a personal statement of up to two pages. The personal statement should provide an overview of the applicant's full range of duties and achievements since their appointment at the University of Luxembourg or their last promotion, whichever is applicable. It should be written in the

context of the job description for the academic rank, as well as the assessment areas and promotion criteria. It should also serve as an overarching framework that links the applicant's activities and contributions to the different assessment areas, demonstrating coherence across these areas. Additionally, the personal statement should outline the priorities in the candidate's profile that explain the weighting of the different assessment areas. The weighting must be indicated in the submission platform. Candidates applying with an interdisciplinary profile should also use the personal statement to further elaborate on this aspect.

SECTION 5: RESEARCH & SCHOLARSHIP STATEMENT (max. 2 pages)

Please describe your research profile, including your key contributions and impact on the scientific community, as well as your achievements demonstrating your research-related qualifications for promotion. Additionally, please reflect on how you envision your future development in this area of assessment.

This statement should serve as an additional space to the personal statement, focusing further on this assessment area.

SECTION 6: TEACHING STATEMENT (max. 2 pages)

Please outline your teaching profile, including contributions and impact on student learning to underline your skills and ongoing professional development in this assessment area.

This statement should serve as an additional space to the personal statement, focusing further on this assessment area.

SECTION 7: KNOWLEDGE & TECHNOLOGY TRANSFER ACTIVITIES STATEMENT (max. 2 pages)

Please describe your activities and contributions related to knowledge and technology transfer.

This statement should serve as an additional space to the personal statement, focusing further on this assessment area.

SECTION 8: ADMINISTRATION & MANAGEMENT STATEMENT (max. 2 pages)

Please reflect on your management or leadership roles and describe your main achievements in this area.

This statement should serve as an additional space to the personal statement, focusing further on this assessment area.

ANNEXES:

- Please upload all supporting documents in one single PDF that must not exceed 10 MB.
- You may include an additional CV (max. 2 pages) as part of the "Annexes" document. However, please avoid repeating information already requested in the submission portal or application form.
- List of publications: It is recommended that you categorise your list of publications (e.g., books, peer-reviewed articles, etc.).
- Please provide titles for the supporting documents so that they can be assigned to the respective assessment areas (e.g., Research and Scholarship_List of publications)

SECTION 1: EMPLOYMENT AND PROFESSIONAL RECORD

Employer name	Department	Job title	From	To	Additional comment(s)

SECTION 2: QUALIFICATIONS

Qualification type (BA, BS, MA, M.Sc., MBA, Ph.D., LL.M., etc.) <i>(from most recent to earliest)</i>	Institution	Qualification discipline(s)	Year awarded

Please use this field for individual circumstances, such as career break(s), a diverse career path, that you would like to be considered. (max. 1,000 characters)

SECTION 3: MANDATES

Mandate title <i>(from most recent to earliest)</i>	Institution	Date of appointment	Duration	Additional comment(s)

SECTION 4: PERSONAL STATEMENT (max. 2 pages)

SECTION 5: RESEARCH & SCHOLARSHIP STATEMENT (max. 2 pages)

SECTION 6: TEACHING STATEMENT (max. 2 pages)

SECTION 7: KNOWLEDGE & TECHNOLOGY TRANSFER ACTIVITIES STATEMENT (max. 2 pages)

SECTION 8: ADMINISTRATION & MANAGEMENT STATEMENT (max. 2 pages)

