

Guide to apply for the 2018-2019 competition for adjunct lecturers

For the 2018-2019 competition, you will need to apply using an [online form](#) on the Unitat de Personal Acadèmic website.

How to apply:

1. Chose the position/s you are interested in. Find the list of positions on this [file](#), there you have the department, position requirements profile, selection criteria and other relevant information. Each position has a reference number (ex. B18A0091) that you will need to provide while applying.
2. Click on the [online form](#) and fill it in.

PLEASE BEAR IN MIND:

- Files to upload – You will need to upload the following documents: ID (NIE, NIF or passport), curriculum vitae and your application form (find it on [Annex 3](#)). The upload **file limit is 2 MB**.
- Digital signature – As stated in the competition call, in order to be admitted you need to digitally sign the application form (Annex 3). You can do it with any of the accepted certificates by the Generalitat de Catalunya, check them [here](#). To sign the document you just need to open it with Acrobat Reader, search for the certificate and click at the place where you want to place the signature and sign it. You will find a detailed guide on how to do it here: <https://seuelectronica.uab.cat/certificado-idcat>. If you cannot sign it digitally, you will need to upload your scanned application with your handwritten signature and hand it in at the UAB *Registre general*, or send it by postal mail to the following address:

Àrea de Personal Acadèmic
Universitat Autònoma de Barcelona
Plaça Acadèmica-Edifici A
Bellaterra (Cerdanyola del Vallès)

- Select the position/s of your choice: You can pick your position in the last field of the online form. Click on the empty field, fill in the position reference number and then it will appear below, just click on it to select it. As you can apply for more than one position, you will need to arrange them according to your preference, if you get more than one position, you will be assigned the one with the lowest number. The first you select will be number one, the second number 2 and so on. If you make a mistake, just delete your choice and make a new one. See on this image how you can do this:

A continuació podreu cercar les places convocades. Veureu que l'eina ja us prioritza les places a les que us presenteu, sent la primera més d'una plaça.

Places de professorat associat curs 2018-2019 *

Order of preference	Position	Action
1.	B18A0030 - Departament d'Economia Aplicada - Professor Associat nivell 3 4hores-1460L03P04	 Delete
2.	B18A0031 - Departament d'Economia Aplicada - Professor Associat nivell 3 4hores-1460L03P04	

Insert your position reference number and then, select it below

Cerca

B18A0839 - Departament de Geografia - Professor Associat nivell 3 4hores-1460L03P04

Enviar

- E-mail: Once you send your application, you will receive an email from: NOREPLY.ConvocatoriesPDI@uab.es. You will be assigned an application reference number, if you have any problem, please mention this number when contacting us at upac.acces@uab.cat.
3. Once you have submitted the application form, you can follow up the process at the University [electronic bulletin board](#) or at the Àrea de Personal Acadèmic [website](#). You can also check the detailed [calendar](#) of the whole process.