

2.1. Documents to be submitted for the competitive selection

2.1.1. A candidate for a teaching position at St. Petersburg State University should submit the following documents in paper form no later than the application deadline specified in the order of announcement of the respective competitive selection:

2.2.1.1. An application in the name of the Rector in the form specified in Annex 2 to these Regulations (there is an option to submit applications in English);

2.2.1.2. Copies of page 2 and page 3 of the national passport of a citizen of the Russian Federation and copies of the pages with the current registered address of residence or copies of other valid identification documents;

2.2.1.3. A copy of a diploma or a copy of an equivalent educational certificate issued in a foreign state and recognised in the Russian Federation, including a copy of an educational certificate confirming a degree awarded by a foreign university and recognised by St. Petersburg University in accordance with Part 11 Article 107 of Federal Law No 273-FZ 'On Education in the Russian Federation' dated 29 December 2012;

2.2.1.4. A copy of the Candidate/Doctor degree certificate confirming the academic degree obtained in a foreign state and recognised in the Russian Federation or recognised in the manner specified by by-laws and regulations of St Petersburg University;

2.2.1.5. Copies of certificates of academic work experience;

2.2.1.6. Copies of certificates confirming the completion of non-degree education (professional education) within the last three years prior to the date of application;

2.2.1.7. A list of scientific and pedagogical works, creative projects, textbooks, learner's guides and monographs for the period specified by by-laws and regulations of St Petersburg University on preparation and conduct of competitive selection in the fields of science and the most important works, at the applicant's discretion, prepared in the previous years, indicating the total number of works, the number of published works indexed in databases such as Russian Science Citation Index (Russian РИИЛ), Web of Science Core Collection, Scopus, Hirsch indexes;

2.2.1.8. Researcher ID, Scopus ID, RSCI SPIN code (if available);

2.2.1.9. Information on the expert advice work, including membership in dissertation councils, Higher Assessment Committee Expert Council, and other councils;

2.2.1.10. Information on the candidate's participation in research/creative projects, programmes and grants as a supervisor or designated person;

2.2.1.11. Other references meeting the qualification requirements specified in the call for applications;

2.2.1.12. The consent to the processing of personal data.

2.2.2. It is possible to submit the credentials in digital form via telecommunication channels. Candidates should send their telephone number, together with copies of the credentials referred to in point 2.2.1, to the e-mail address given in the competition notice. Applications should be submitted in pdf format, with supporting documents in pdf, rtf, doc, docx, xls, xlsx, odt, xml. The maximum file size is 30 Mb;;

2.2.3. It is possible to submit copies of the credentials specified in points 2.2.1.2 - 2.2.1.12 in a foreign language.

2.2.4. If the candidates for teaching posts at St Petersburg University are current members of the teaching staff of St Petersburg University, it is not necessary to submit copies of the documents specified in sub-clauses 2.2.1.2 - 2.2.1.12 of this section.

2.2.5. Information about the candidates admitted to the competitive selection for filling of teaching positions at St Petersburg University will be published on the website of St Petersburg University in the section 'Job opportunities at SPBU' within three working days after the deadline for the receipt of applications (in the manner specified in Annex 3 to these Regulations).