

University lecturer:
Faculty/central institution:

Wuppertal, _____ (date)

To the Dean
Department 4.1.3

Application

For the employment of academic staff for

- New appointment Continued employment
 To represent: Increasing working hours
 Appointment in the framework of the QSL network

Person to be appointed Name, forename, date of birth	Address (only for new appointments or amendments)
Employment period from: to:	Place of employment (if not Wuppertal)
Scope of the working hours <input type="checkbox"/> 50 % <input type="checkbox"/> 75 % <input type="checkbox"/> 100 % <input type="checkbox"/> other regular working hours	

Financing:

Share in %	Budget cost centre/external funds cost centre (billing object)	from - to

Call for applications

- Call for applications has been made, reference number: _____
number of applications received: from women: _____ men: _____
- Call for applications was not necessary, because
- it was for continued employment
 - it was only for a change in working hours
 - the person to be appointed was involved in obtaining the external funds
 - it is intended that a woman will be appointed to replace a colleague on

The appointment will be made for the provision of academic services within the meaning of § 44 HG NRW.

For the financing of the employment relationship other than using external funding and deployment in a faculty, teaching responsibilities are laid down in a contract of employment on the basis of the regulation on teaching responsibilities.

Please complete and attach the accompanying information sheet on the qualification objective. The accompanying sheet is not required in the event of fixed-term employment in accordance with the Part-Time and Fixed-Term Employment law (e.g. for replacement staff, temporary staffing requirement or unfounded fixed-term employment pursuant to § 14 (2) TzBfG)

Grading (for new appointments/reappointment only); supporting documentation required

Calculable periods of relevant professional experience pursuant to § 16 para 2 sentences 2-5 in connection with § 40 TV-L (if employees have relevant professional experience of at least one year in a previous contractual relationship with the same employer, the grading is carried out taking into account the periods of relevant professional experience from this previous employment relationship. If the relevant professional experience of at least one year was acquired in an employment relationship with another employer, the appointment will attract a level of Grade 2, or – for appointments made after 31.01.2010 and given relevant professional experience of at least three years – Grade 3. If employees are appointed in salary categories 13 – 15, the following shall also apply: periods of relevant professional experience in other universities or non-university research institutions are generally recognised.)

from	until	Hrs/wk	Employer	Type of activity

The following periods of prior employment are an advantage for the requested measure pursuant to § 16 para 2 sentence 6 in connection with § 40 TV-L (proof required):

(irrespective of this, the employer may take account of periods of previous professional activities, in whole or in part, for the grading of new appointments in order to cover staffing needs, if these activities are of benefit to the activity in question.)

from	until	Hrs/wk	Employer	Type of activity

Please note:

This form is an **application**. No employment relationship shall be entered into until a corresponding **contract of employment** has been concluded between the person to be appointed and the Human Resources Department. Until such time, no work may be carried out or accepted.

University lecturer

Date and signature

Person to be appointed

Date and signature

Dean

EinstAntrWM 02/2016

Date and signature