



Frederick University

Application Procedure for Academic Staff Vacancies

Interested applicants are invited to submit electronically (in PDF format), no later than the deadline specified in the relevant announcement, the following documents:

1. **Letter of interest**, which should include:
 - Full contact details of the applicant
 - The academic field for which the application is being submitted
 - The Department and/or School to which the advertised position corresponds
 - The date of availability for assuming duties, in case of appointment
2. **Recent and detailed Curriculum Vitae** (Greek and English Language)
3. **Brief overview of the applicant's research work**, along with a description of future research and academic plans (up to 1,500 words) (Greek and English Language)
4. **List of scientific publications**
5. **Copies of three (3) representative publications**
6. **Evidence of qualifications** (e.g. degrees, certifications)
7. **Contact details of three (3) Academic Referees** who are willing to submit reference letters.

In the event of an interview invitation, the applicant is responsible for ensuring that the referees submit their letters directly to Frederick University at **vacancies@frederick.ac.cy**.

Important Notes:

- Frederick University reserves the right to request additional information or supporting documentation related to the application.
- Applications and reference letters submitted in the past will not be considered and must be resubmitted for each new vacancy.
- Applications that do not meet the criteria outlined in the announcement will not be forwarded for evaluation.

Applications must be submitted electronically to: **vacancies@frederick.ac.cy**, addressed to the **Human Resources Department**.