

Instructions to apply for a BIAP postdoctoral position through the 'Generic Request' system, the general registry of the University of Barcelona.

The deadline for applications is 31 January, 2024. Applications received after the deadline will NOT be considered.

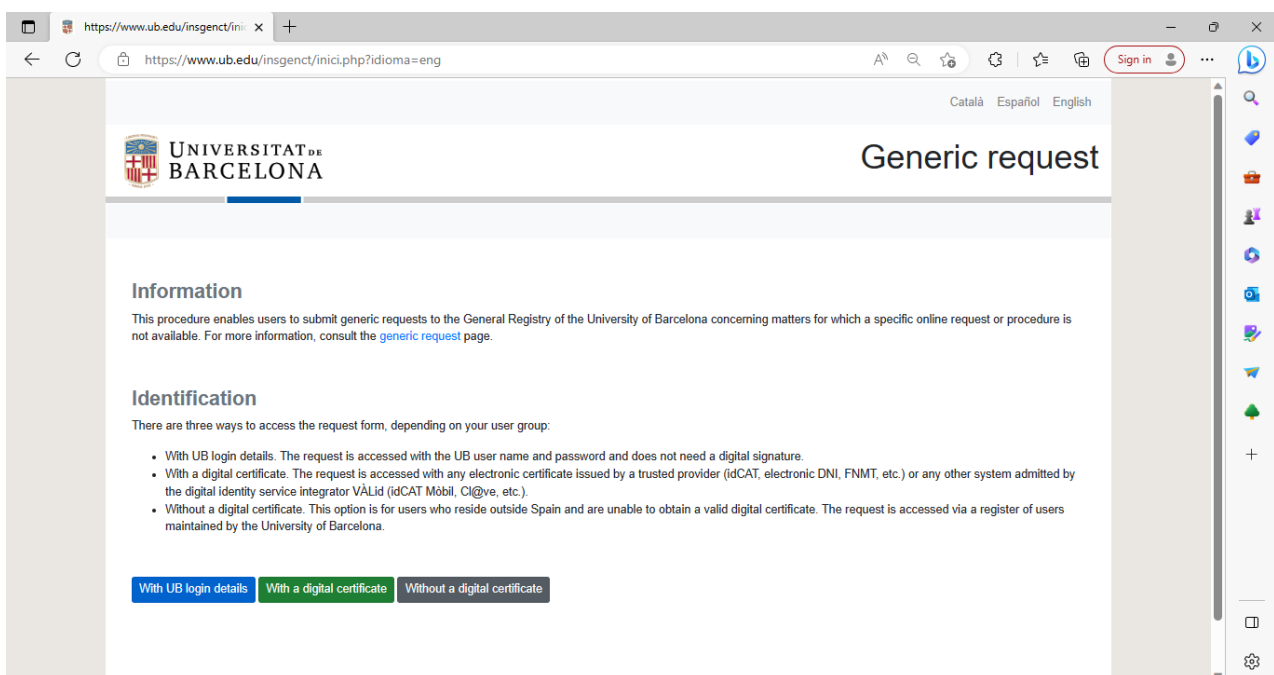
Step 1: Access to the Generic Request system

For non-residents in Spain

1. Before submitting the application to the University of Barcelona through the Generic Request system, first register here: <https://www.ub.edu/regper/web/inici.php?id=03>
2. Complete the registration form with your personal details, indicating the email address where you would like to receive confirmation of registration. You must validate the registration process by clicking on the link you will receive at your email address.
3. Once registered, proceed with the application process by following the link to the Generic Request system: <https://www.ub.edu/insgenct/inici.php?idioma=eng>
4. Select to access the Generic Request system **'Without a digital certificate'**.

For residents in Spain:

1. Follow the link to the Generic Request system:
<https://www.ub.edu/insgenct/inici.php?idioma=eng>
2. There are two ways to access the Generic Request system:
 - (a) If you have the credentials of the University of Barcelona, to access the Generic Request system select **'With UB login details'**.
 - (b) If you don't have the credentials of the University of Barcelona, to access the Generic Request system select **'With a digital certificate'**. The system accepts any digital certificate issued by a trusted provider (idCAT, electronic DNI, FNMT, etc.) or any other system admitted by the digital identity service integrator VÀlid (idCAT Mòbil, CI@ve, etc.).



Step 2: Application submission through the Generic Request system.

Instructions to fill out the Generic Request Form.

General procedure for both residents and non-residents in Spain:

1. *Applicant's details*: fill out the Generic Request Form with your personal details.
2. *Representative's details*: do not fill out
3. *Contact details for notifications*: indicate a phone number and email address to receive notifications from the University of Barcelona.
4. *Details of request*: *****(choose only 1 of the 3 options below, with the WP you're applying for, both for 'I state' and 'I request')*****:
 - *I state*:
 - Application for a postdoctoral position in Philosophy. Ref: BIAP_POSTDOC_WP2
 - Application for a postdoctoral position in Philosophy. Ref: BIAP_POSTDOC_WP3
 - Application for a postdoctoral position in Philosophy. Ref: BIAP_POSTDOC_WP6
 - *I request*:
 - Application for a postdoctoral position in Philosophy. Ref: BIAP_POSTDOC_WP2
 - Application for a postdoctoral position in Philosophy. Ref: BIAP_POSTDOC_WP3
 - Application for a postdoctoral position in Philosophy. Ref: BIAP_POSTDOC_WP6
5. *Recipient*: select the area: 'Administration of Centre'; then select the sub-area: 'General Affairs Office at Philosophy and at Geography'.
6. *Right to information pertaining to the processing of personal data*: tick the box.
7. *Documents attached*: upload the application documents. Note: documents must be uploaded in PDF, not exceeding 2 MB in total.
8. Send the request by clicking on the button '*Continue*'.
9. You will be asked to review your request.
10. To end the application process, click on the button '*Confirm*'.
11. You will receive an automatic (no reply) email from the Generic Request system confirming that your application has been successfully registered.

[Start](#) / Form**Applicant's details**[Exit](#)

DNI/NIE/passport no.

Name

First surname

Second surname

Group

Representative's details

Name

Surname(s)

DNI/NIE/passport no.

Contact details for notifications

Mobile phone

Email

Notifications delivered in my electronic mailbox, accessible from the website of the University of Barcelona. **IMPORTANT:** remember that in order to access to the notifications, it is necessary to do so with a valid identification mechanism that has the same NIF used when making the request, or by means of a one-time password by entering the NIF/NIE and the cell phone or e-mail that you indicated to the procedure. In any case it will be notified by this way the persons who are obliged to do so according to Article 14.2 of Law 39/2015 and the instruction of November 11, 2022 of the General Secretariat of the University of Barcelona.

I want to receive notices of notifications at the email address and / or mobile indicated.

I have read and agree to the [conditions of the electronic notification service](#).

Details of request

I state:

I request:

Recipient

Area

Sub-area

Right to information pertaining to the processing of personal data

1) The data controller is the General Secretary's Office of the University of Barcelona. 2) Your data will be processed in order to manage the request submitted. 3) You may exercise your right to access, amend, remove, object to or restrict the processing of or request portability of your data at any time. 4) For more information, consult the [detailed information on processing of personal data](#).

I have read the right to information clauses and consent to the processing of my personal data under the terms set out therein.

Documents attached

Up to ten files can be attached (in PDF format, not exceeding 2 MB in total).