

Completed request forms should be emailed to iqc-pdfcommittee@uwaterloo.ca with a copy of the applicants CV. If there are any special requests related to this hire that are not mentioned in this form please note this in your email. Please use the applicants name in the subject.

Section 1: Candidate Information

Per UW policy, postdoc appointment must start within 5 years and finish within 6 years of the hire's receiving a PhD. A postdoc graduated more than 5 years at any point of the appointment does not qualify for 50% IQC support.

If candidate will have worked at UW for more than 5 years at the end of the proposed appointment, advisor will have to pay employment severance consequences. Please contact Siobhan Stables <siobhan.stables@uwaterloo.ca> to discuss and arrange the payment. This can be done in parallel while the request is reviewed, but must be completed before final approval (and before the staff work on the logistics). Applicants are eligible for 50:50 IQC matching provided they have worked at UW for less than 5 years post PhD. When an applicant's employment at UW during their graduate program triggers ESA obligations, the application will still be eligible for the 50:50 matching program. However, the supervisors will still be responsible for covering all ESA obligations owed, including those accumulated during the applicant's academic studies.

Candidate's full name: _____

Advisor's full name: _____

Co-advisors, if any: _____

Type of hire: IQC PI TQT

Candidate's PhD granting month and year: _____

School graduated from (name and country): _____

Candidates' entire employment history with UW (students are not considered employees):

Please check that candidate has no ties with any "Named research organization." See:

<https://science.gc.ca/site/science/en/safeguarding-your-research/guidelines-and-tools-implement-research-security/sensitive-technology-research-and-affiliations-concern/named-research-organizations>

Are there ties with NRO? Yes No Unsure

Section 2: Position details

Post Doctoral Scholar Research Associate
New hire Renewal

Start date (yyyy/mm/dd): _____ End date (yyyy/mm/dd): _____

Possibility of extension, and max duration if yes (note approval of this request does not automatically cover this extension): _____

Salary per year: \$ _____

Benefits: usual UW policy (no need to fill in)

Travel budget per year: \$ _____

Computer (one time): Yes No

Moving expenses (one time): \$ _____

Office space: QNC RAC No office

Brief scientific justification for the appointment:

Nature of duties (1-2 lines to be included in offer letter and visa app etc.)

Section 3: Financial Commitment

IQC support requested: Yes No If yes, what percentage: _____

If 50% salary is requested, pdf committee and director will scrutinize salary, CV, and fit to IQC. Staff will finalize travel, computer, and moving commitments. They are split 50-50 between advisor and IQC with a max of CAD 2500 and 3000 for computer and moving, and 3000/year for travel. If no financial support is asked of IQC, pdf committee will only check security flag and take note of the request without scrutiny.

IQC will match 1:1 against IQC faculty's own research grant, but not against support from TQT or PI or co-advisors' funding. RAP and IQC associates are not eligible. Additional limits may apply based other commitments.

Will this be funded by a research grant? Yes No

Work order supporting the appointment: _____

Other sources of funding to support the appointment: _____

Not including the proposed appointment:

(a) how many postdocs are supported by IQC 50% program while working with the advisor? (If postdocs are shared, prorate.): _____

(b) how many postdocs are holding QNC/RAC offices while working with the advisor? (If postdocs are shared, prorate.): _____

Section 4: Additional Information

Additional information from advisor (if any, e.g., special agreements concerning the hire)

Notes from staff, pdf committee, managing director, or director