

PUBLIC NOTICE

Under the Statute of the Teaching Staff Career of the Polytechnic Higher Education (Estatuto da Carreira do Pessoal Docente do Ensino Superior Politécnico, ECPDESP) and the IPC Tender Regulation of Contracting of Teachers (Regulamento de Concursos para Contratação de Professores do IPC, RCCPIPC), approved by Order No 9208/2010, published in the Official Gazette, 2nd series, No 104, of 28/05, it is hereby made public, by my Order of 13/05/2020 by the powers invested in me by Order No 7301/2017, published in the Official Gazette, 2nd series, No 158, of 18 August, that the invitation to the tender hereunder has been issued within 30 business days from the publication of this public notice in the *Official Gazette*: international competition based on qualifications for the recruitment of one position(s) of Assistant teacher for the scientific area of Physical Sciences, of the Coimbra College of Agriculture, aiming at a public employment legal relationship, celebrated as an employment contract of indefinite duration in public functions, provided for in the teaching staff statement of IPC.

This tender is a competition based on qualifications and is regulated by the provisions of the IPC Tender Regulation of Contracting of Teachers (RCCPIPC), approved by Order No 9208/2010, published in the Official Gazette, 2nd series, No 104, of 28/05, as well as by the Statute of the Teaching Staff Career of the Polytechnic Higher Education (ECPDESP).

1 – Workplace: Coimbra College of Agriculture of Polytechnic Institute of Coimbra

2 – Functions and remuneration: The generic functions of polytechnic higher education teachers provided for in Article 2(A) of the ECPDESP, with the rank functions set out in Article 3(4) of the ECPDESP. The rank of Adjunct Professor corresponds to the remuneration provided for in the table attached to Executive Order No 408/89, of 18 November, as amended.

3 – Period of validity of the tender: The tender shall be valid for the position put for tender, and shall cease with the occupation of the position(s) set out in the publication or when the same cannot be fully occupied, due to the absence or insufficient number of applicants, as well as in the cases referred to in Article 31(2) of the RCCPIPC.

4 – Admission requirements:

4.1 – General requirements: To meet, until the expiry of the deadline for the submission of applications, the admission requirements provided for in Article 17(1) of the General Law of Employment in Public Functions (Lei Geral do Trabalho em Funções Públicas, LTFP), namely:

- (a) Portuguese nationality, when not exempted by the Constitution, by international convention or special law;
- (b) 18 years old;
- (c) No disqualification from the practice of public functions or no prohibition of the practice of those which the applicant proposes to perform;
- (d) Physical strength and psychic profile indispensable for the performance of the relevant duties;
- (e) Compliance with mandatory vaccination laws.

4.2 – Special requirements: To hold, until the end of the deadline set for the submission of applications, the degree of doctor or the title of specialist, in the area of Physical Sciences.

Applicants with foreign qualifications shall prove the recognition of the doctoral degree in accordance with the applicable legislation.

5 – Method, deadline and language of the application: The application is submitted on paper, by registered post with acknowledgment of receipt to the address of the Polytechnic Institute of Coimbra (Instituto Politécnico de Coimbra, Rua da Misericórdia, Lagar dos Cortiços - S. Martinho do Bispo, 3045-093 Coimbra) or delivered personally at that address — from 9 a.m. to 5 p.m., until the expiry of the deadline, and the documents of the application shall be submitted in Portuguese or English.

6 – Submission of Application:

6.1 – The application shall be submitted upon request for admission to the tender, addressed to the President of the Polytechnic Institute of Coimbra, containing: full name, date and place of birth, identity card/citizen card, number or foreign civil identification document (EU)/passport, residence, telephone number, e-mail address, reference to the relevant tender, with an express indication of the public notice and reference to *the Official Gazette* in which it was published, as well as a list of the documents accompanying the request.

6.2 – The application submission, which may otherwise be rejected, must be accompanied by the following documents:

- a) A paper copy of the detailed, dated and signed curriculum vitae;
- b) A paper copy of the application form specifically drawn up for this tender (available at <https://www.ipc.pt/ipc/sobre/rh/procedimentos-concursais/pessoal-docente/>);
- c) Sworn statement declaring compliance with the requirements for the establishment of a public employment relationship as set out in point 4.1;
- d) Sworn statement declaring that all information and documentation included in the application is authentic, without prejudice to the actual proof, when requested;

- e) To provide a pdf scanned copy in digital form of the request, the application form and the qualification certificates, as well as all the works mentioned in the curriculum vitae, except where the applicant justifies the unfeasibility of the digital copy, in which case they must deliver six (6) copies in the most appropriate physical format;
- f) If any of the works mentioned in the Curriculum Vitae contains a classified document which reveals a commercial or industrial secret, or secrecy concerning literary, artistic or scientific property, when formalising the application the applicant shall expressly indicate such a reservation, otherwise, the work in question will be freely accessible by any of the other applicants in the course of the process consultation procedure.
- g) The tender applicants who are performing duties under contract of employment in public functions at the Polytechnic Institute of Coimbra are exempted from the delivery of the qualification certificates and must request the exemption in view of the fact that these documents are already in their personal file.

6.3 – *The curriculum vitae* shall contain:

- (a) Preamble containing the academic degrees and corresponding grade, professional category and, where applicable, the position currently held;
- (b) Detailed and contextualised description of the curricular elements, organised in accordance with the structure of the selection criteria and methods as indicated in point 8.2, in order to allow a better assessment of the data presented in the said form;

6.4 – Failure to submit the supporting documents for the curriculum presented by the applicant implies not to validate the elements that should be proven, unless the jury chooses to use the option provided for in Article 27 of the RCCPIP.

6.5 - Applications that are not properly submitted or that do not fulfil the formal criteria for admission to the tender shall not be admitted in accordance with the terms laid down in the current legislation and in this public notice. The submission of any required documentation beyond the expiry of the relevant period also determines the rejection of the admission to the tender.

6.6 – No applications submitted by email shall be accepted.

7– Public hearings:

7.1 - If the jury considers it necessary to promote public hearings focusing on the curriculum vitae of the applicants, they shall be held between 26/10/2020 and 30/10/2020.

7.2 - If the date of the Public Hearing entered in the previous paragraph cannot be fulfilled, the new date will be disclosed on the institutional site of the Polytechnic Institute of Coimbra, confirming it and indicating the list of applicants subject to the public hearing.

8 – Criteria, method of evaluation, methodology of classification and ranking of applicants:

8.1 – The assessment of the applications shall be performed in accordance with Article 25 of the RCCPIP;

8.2. The weighting to be assigned to the evaluation parameters and the selection and ranking criteria are as follows:

1 - TECHNICAL AND SCIENTIFIC COMPONENT (45% Weighting)

Dimension		Items	Unit	Score
I. Academic Training and Other training MAX 40 PTS		(a) Degrees and academic titles (Max. 35 PTS)		
		(i) Doctoral Programme		
	C1	- In the area of Physical Sciences	degree	15.0
	C2	- In another area	degree	8.0
		(ii) Expert Title		
	C3	- In the area of Physical Sciences	degree	12.0
	C4	- In another area	degree	6.0
		(iii) Integrated master's degree - no score in "vi) Post-Bologna degree"		
	C5	- In the area of agriculture or environmental protection	degree	7.0
	C6	- In another related area	degree	4.5
		(iv) Pre-Bologna bachelor's degree		
	C7	- In the area of agriculture or environmental protection	degree	7.0
	C8	- In another related area	degree	4.5
		(v) Non-integrated master's degree		
C9	- In the area of agriculture or environmental protection	degree	4.0	
C10	- In another related area	degree	3.0	
	(vi) Post-Bologna bachelor's degree			
C11	- In the area of agriculture or environmental protection	degree	3.0	
C12	- In another related area	degree	1.5	
	(b) Other training (Max. 5 PTS)			
C13	(i) Training and technical and scientific updating course with a duration of 35 hours or more (Max 2.5 Pts)	programme	0.8	
C14	(II) Training and technical and scientific updating course with a duration of less than 35 hours (Max 2.5 Pts)	programme	0.3	

II. Technical and Scientific Output (with relevance in the area of the tender) MAX 35 PTS		(a) Publication of articles in scientific journal		
	C15	(i) Article in a journal indexed in ISI/Scopus	article	1.2
	C16	(ii) Article in another journal	article	0.5
		(b) Publication of a book/book chapter		
	C17	(i) Author/co-author of complete work/published book	book	1.5
	C18	(II) Author/co-author of chapter of work/published book	chapter	0.5
		(c) publication of article in minute book of scientific meeting		
	C19	(i) Article in minutes of international scientific meeting	article	0.5
	C20	(ii) Article in minutes of national scientific meeting	article	0.2
		(d) Publication of abstract in minutes of scientific meeting		
	C21	(i) Abstract in book of national/international scientific meeting	abstract	0.1
		(e) Presentation of Lecture/Communication, as a guest		
	C22	(i) International technical and scientific event	lecture/communication	0.5
	C23	(ii) National technical and scientific event	lecture/communication	0.3
		(f) Presentation of oral communication at technical and scientific events		
	C24	(i) International technical and scientific event	presentation	0.4
	C25	(ii) National technical and scientific event	presentation	0.2
	C26	(g) Presentation of poster at international/national technical and scientific event	poster	0.1
		(h) Review of scientific articles		
	C27	(i) ISI journals (listed/cited in Scopus or Web of Knowledge)	article	0.3
C28	(ii) Other journals	article	0.2	
C29	(i) Editor or co-editor of scientific work with multiple authors	article	0.1	
III. Participation in advanced scientific/pedagogical projects (with relevance in the area of the tender) MAX 15 PTS	C30	(a) Scientific coordination of national/international R&D project	project	4.0
	C31	(b) Associate in national/international R&D project	project	2.0
	C32	(c) Doctoral or postdoctoral supervisor or co-supervisor (completed programme)	thesis	1.5
	C33	(d) Examiner of doctoral thesis, expert exams or other exams in higher education teaching staff tenders	thesis/exam	0.5

IV. Recognition of merit/hono urs (with relevance in the area of the tender) MAX 5 PTS	C34	(a) Merit scholarships	scholarship	1.5
	C35	(b) International awards or honours (individual)	award	0.8
	C36	(c) National awards or honours (individual)	award	0.4
	C37	(d) International awards or honours (team)	award	0.4
	C38	(e) National awards or honours (team)	award	0.2
V. Organizatio n and collaboratio n in technical and scientific events (with relevance in the area of the tender) MAX 5 PTS		(a) Organization of technical and scientific events		
	C39	(i) International technical and scientific event	event	1.0
	C40	(ii) National technical and scientific event	event	0.5
		(b) Participation in scientific committees		
	C41	(i) International technical and scientific event	event	0.5
	C42	(ii) National technical and scientific event	event	0.3

2- PEDAGOGIC COMPONENT (40% Weighting)

Dimension		Items	Unit	Score
I - Professional Teaching Experience, Pedagogic Coordination and Teaching Practice (with relevance in the area of the tender) MAX 60 PTS	P1	(a) Teaching practice in higher education	by full academic year in teaching	3.0
		(b) Average number of Coordination Functions or Responsibility (Re) in Curricular Units (U.C.) taught in higher education <i>(Sum of the number of coordination functions or responsibilities in U.C. over the teaching years/Number of full academic years in teaching)</i>		cumulates with teaching
	P2	(i) in doctorate programmes/master's degrees	Re/academic year	2.0
	P3	(ii) in bachelor's degrees	Re/academic year	1.0
	P4	(iii) in higher education technical and vocational programmes	Re/academic year	0.5
II - Supervision and examination of internships (with relevance in the area of the tender) MAX 20 PTS		(a) Supervision or co-supervision of internships/end-of-programme assignments in higher education institution		
	P5	(i) in master's degrees	internship completed	0.4
	P6	(ii) in bachelor's degrees	internship completed	0.3
	P7	(iii) in higher education technical and vocational programmes	internship completed	0.1
		(b) Examiner of internships/end-of-programme assignments in higher education institution		
	P8	(i) in master's degrees	jury	0.2

	P9	(ii) in bachelor's degrees	jury	0.15
	P10	(iii) in higher education technical and vocational programmes	jury	0.05
	P11	(c) Supervision of professional internships	internship completed	0.1
	P12	(d) Examination in juries of professional internships	internship	0.05
III - Other Pedagogic Activities (with relevance in the area of the tender) MAX 20 PTS	P13	(a) Teaching of training courses and others not accounted for as higher education teaching service	course of 10 hours or more	1.0
	P14	(b) Pedagogic professional certification	certificate	1.5
	P15	(c) Creation or responsibility in the management of teaching supporting laboratories	laboratory	1.5
	P16	(d) Educational publications with ISBN	publication	1.0
	P17	(e) Teaching in the context of Education Mobility Programmes	activity	1.5

3 - OTHER RELEVANT ACTIVITIES (15% Weighting)

Dimension		Items	Unit	Score
I - Participation in management bodies in higher education institutions MAX 30 PTS	AO1	(a) Manager in higher education institution	full year	5.0
	AO2	(b) Programme Coordinator or President of Department in higher education institution	full year	3.0
	AO3	(c) President in statutory collegial management bodies of higher education institutions	full year	3.0
	AO4	(c) Secretary in statutory collegial management bodies of higher education institutions	full year	2.0
	AO5	(d) Member in statutory collegial management bodies of higher education institutions	full year	1.0
II - Performance assessment MAX 25 PTS		(a) Performance assessment of teaching practice (2004 - current)		
	OA6	(i) Grade: "Excellent"	year	1.0
	OA7	(ii) Grade: "Very Good"	year	0.5
		(b) Performance assessment of non-teaching practice (2004 - current)		
	OA8	(i) Grade: "Excellent"	year	0.6
	OA9	(ii) Grade: "Very Good"	year	0.3
III - Activities of consultancy MAX 25 PTS		(a) Officer/leader of works/projects	work/project	1.5
	OA11	(b) Team member/co-authorship of works/projects	work/project	0.8
	OA12	(c) Drafting of opinions	opinion	0.4
IV - participation in		(a) Member of juries of procedures		
	OA13	(i) Of recruitment in tender procedures	tender	1.5

juries and dissemination activities MAX 10 PTS	OA14	(ii) Of public tenders concerning public procurement (goods, services and contract works)	tender	1.5
	OA15	(b) Participation in technical, scientific or institutional dissemination activities	activity	0.5
V - Participation in committees, working groups and other professional activities MAX 10 PTS		(a) Participation in accreditation, assessment and audit procedures		
	OA16	(i) Member of team of programme accreditation process in higher education	accreditation	5.0
	OA17	(ii) Participation in internal audits in higher education institutions	full year	2.0
	OA18	(b) Participation in technical working groups/committees, upon referral of a competent body	group/commission	2.0
	OA19	(c) Organisation of optional courses/continuing training courses/other courses not awarding a degree	programme	1.0
	OA20	(d) Standards or registered patents standard/patent	standard/patent	2.0
		(e) Professional certifications		
	OA21	(i) by international body	certification	3.0
	OA22	(ii) by national body	certification	1.5
	OA23	(f) Participation in international mobility programmes, for organisational purposes	activity	1.0
		(g) Participation in Research Units		
	OA24	(i) Scientific Coordinator of the Research Unit	full year	10.0
	OA25	(ii) Member of the Executive Committee of the research unit not cumulative with member score	full year	4.0
	OA26	(iii) Effective member of the research unit	full year	2.0
OA27	(iv) Non-effective member of the research unit (master) or associate (doctoral degree)	full year	1.0	

8.3 - The grade shall be expressed on a scale of 0 to 100 points; applicants with a grade below 50 points shall not be approved and applicants with a grade of 50 points or more shall be approved.

9 – Notification of the applicants:

9.1 - The notification of the applicants is made in accordance with Article 9 of the RCCPIPC;

9.2 - The lists of non-approved applicants, the ranked list of approved applicants based on absolute merit and the act of approval shall be communicated to the applicants in accordance with Articles 29 and 30 of the RCCPIPC.

9.3. The full procedure of the tender may be consulted by the applicants, subject to prior scheduling during opening hours, at the location and time referred to in point 5 of this Public Notice.

10 – Composition of the jury:

President: Jorge Manuel dos Santos Conde, Presidente do Instituto Politécnico de Coimbra

Full members:

João Carlos Lopes de Carvalho, Professor Associado com Agregação da Universidade de Coimbra;

Francisco Amaral Fortes Fraga, Professor Associado da Universidade de Coimbra;

Tomás d’Aquino Rosa Figueiredo, Professor Coordenador da Escola Superior Agrária do Instituto Politécnico de Bragança;

Maria do Rosário da Conceição Cameira, Professora Associada do Instituto Superior de Agronomia da Universidade de Lisboa;

Jorge Manuel Tavares Branco Varejão, Professor Coordenador da Escola Superior Agrária do Instituto Politécnico de Coimbra;

Alternate members:

João Filipe Calapez de Albuquerque Veloso, Professor Associado com agregação da Universidade de Aveiro;

José António Matias Lopes, Professor Coordenador do Instituto Superior Engenharia do Instituto Politécnico de Coimbra.

15/06/2020 - O Vice-Presidente do Instituto Politécnico de Coimbra, José de Jesus Gaspar



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