

## Public Notice

### Edital

This is an international application procedure and follows the guidelines stated in the ECPDESP Polytechnic Teacher Career Statutes and the Polytechnic Teacher Application Regulation of the IPC approved by Law nº 9208/2010, published in *Diário da República*, 2nd series, nº 104, of the 28th of May of 2010, declares open the international competition, for a period of 30 business days from the day this notice is published in *Diário da República*, under a long term contract, for the position of Coordinator Professor in the scientific area of Physiotherapy in Coimbra Health School.

1 – Workplace – *Escola Superior de Tecnologia da Saúde de Coimbra* - Coimbra Health School.

2 – Salary and functions – General functions of university level teachers are defined in art. 2º-A of the ECPDESP and all functional contents of this category of teachers are the ones defined in art. 3º, nº 4, of the ECPDESP. To the category of Assistant Professor corresponds the remuneratory position published in Decree-Law nº 408/89, of 18 of November with the new amendment introduced by Decree-Law nº 76/96 of 18 of June and by Decree-Law nº 212/97 of 16 of August.

3 – Validity of the application – This application procedure is valid for the position published and expires 30 business days after the publishing of this notice in *Diário da República*.

4 – Requirements of admission:

4.1 – General Requirements - In accordance with the mentioned Statutes, the application procedure has the following requirements according to article 17º of Portuguese General Law for Public Workers, approved by Law nº 35/2014 of 20 of June:

- a. Has completed the minimum age of 18,
- b. Allowed to work in public services,
- c. Have the physical and psychological conditions to ensure functions,
- c. All vaccines recommended by law.

4.2 – Specific Requirements – Applications follow the requirements according to article 19º of the ECPDESP. Applicants must have a Doctorate – PH.D or any other specialising title for a minimum of five years in the areas of Physiotherapy or Human Kinetics. Candidates with academic titles from other countries must prove these academic titles in terms of the portuguese law.

5 – Outline, deadline and language of the application - The applicants have to submit the following documentation in paper, through registered mail to the address *Instituto Politécnico de Coimbra, Av. Dr. Marnoco e Sousa, nº 30, 3000-271 Coimbra* or delivered personally in the same address – from 09h00 to 13h00 and 14h00 to 18h00, until the established deadline. All documents required must be in portuguese or english language.

6 – Instructions.

6.1. The application must be presented with correct application form addressed to the President of the *Instituto Politécnico de Coimbra*, with the following information – full name, parents name, date and date of birth,

number and date of identity card, address, telephone number, email, personal status, academic degrees and final mark, professional category, number of application procedure, edital number with reference of the date of publication in *Diário da República*, such as all documents required for the application procedure.

6.2. The application procedure must be completed, under exclusion, by the following documents.

a. Photocopy of identity card or citizen card or other identification card valid in the EU – passport.

b. Photocopy of portuguese tax-contributor card,

c. Six copies of the *Curriculum Vitae* and these must include date and applicants signature.

d. Six copies of the application form specifically for this procedure.

e. A written declaration of the candidate which insures that he is not under any prohibition to develop public services or having any physical or psychological problems that might directly affect his teaching functions and has all vaccines recommended by law.

f. DVD with a digitalized copy of the application form and documents required.

6.3. – The *Curriculum Vitae* must include:

a. Full name of the applicant.

b. Contact, address, telephone number and email.

c. Copy of all required documents that insures applicants information according to point 4.2 of the present Notice.

d. Contextualized and detailed description of all curricular elements must be organized following the recommended structure on the application form.

6.4. – The Application Form is available in the official web page of *Escola Superior de Tecnologia da Saúde de Coimbra* – Coimbra Health School and *Instituto Politécnico de Coimbra*. This application must have all curricular elements identified and necessary documents attached.

6.5 – Not presenting any of the required documents by the candidate might imply the non valuation of these missing elements, unless the judge decides to apply article 27º of the Polytechnic Teacher Application Regulation of the IPC.

6.6 – Candidates that already work in *Instituto Politécnico de Coimbra* are exempt to present the required documentation because they already exist in their individual process. These candidates must write this information in the application form.

8 – Methodology and Evaluation Criteria of the candidates.

8.1. Applicants evaluation will follow regulation article 25º dispatch 9208/2010 of 28 of May (Polytechnic Teacher Application Regulation of the IPC),

8.2. All evaluation indicators, previously approved by the Scientific Council of Coimbra Health School are available in the document Methodology and Evaluation Criteria of the Applicants, such as the order of the candidates, available in the internet, in the site of Coimbra Health School – *Escola Superior de Tecnologia da Saúde* and *Instituto Politécnico de Coimbra*.

9 – Evaluation and final mark.

9.1 - Each member of the jury conducts its evaluation, scoring each applicant on each criteria on a scale of 0 to 100 points. Applicants with less than 50 points will not be considered and applicants with 50 points or more are approved.

9.2 - After applying the weightings of criteria and indicators, 100 points will be given to the candidature with the highest score and in a proportional way to the other candidates.

9.3. Weightings of criteria are shown in the site of the school Escola Superior da Tecnologia da Saúde and Instituto Politécnico de Coimbra.

9.4 – Lists of approved and non-approved applicants are published and applicants informed, according to the Portuguese Administrative Code, in the following three days.

9.5 - Applicants will be notified of the final decision of the jury.

10 – Applicants notification: This notification respects the following order:

a) E-mail;

b) Official notice;

c) Personal notification;

d) Notice published in *Diário da República*, 2nd series, informing about its public availability in *Escola Superior de Tecnologia da Saúde de Coimbra* and web page.

11 – Restitution of documents:

11.1 – Documents presented by the applicants which application process has been impugned will only have the documents after a final and legal decision.

11.2 – All documents presented may return to the applicants after one year, if applicants require.

12 – Identification of the Jury – The following Jury members have been nominated in dispatch nº 9707/2016, published in *Diário da República*, 2nd serie, nº 144, of 28.07.2016:

President: *Professor Doutor Jorge Manuel dos Santos Conde*, Coordinator Professor of Coimbra Health School – Polytechnic School of Coimbra.

Effective judges:

*Professora Doutora Maria Cristina Damas Argel de Melo*, Coordinator Professor of Oporto Health School – Polytechnic School of Oporto.

*Professor Doutor José Brazete Carvalho*, Coordinator Professor of Setúbal Health School – Polytechnic School of Setúbal.

*Professora Doutora Maria Isabel Monsanto Pombas de Sousa Coutinho*, Coordinator Professor of Lisbon Health School – Polytechnic School of Lisbon.

*Professora Doutora Madalena Ramos Lopes Gomes da Silva*, Coordinator Professor of Setúbal Health School – Polytechnic School of Setúbal.

*Professora Doutora Ana Paula Monteiro Amaral*, Coordinator Professor of Coimbra Health School – Polytechnic School of Coimbra.

Substitute judges:

*Professora Doutora Ilda Maria Passos Martins Silva Poças*, Coordinator Professor of Lisbon Health School – Polytechnic School of Lisbon.

*Professor Doutor Manuel Rubim Silva Santos*, Coordinator Professor of Oporto Health School – Polytechnic School of Oporto.

The President of the Polytechnic School of Coimbra, Rui Jorge da Silva Antunes.

Digitally signed by Rui Jorge da Silva Antunes