

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 29/06/2020 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 two position(s) of Assistant teacher for the scientific area of Informatics engineering/computer science engineering, of the Coimbra Institute of Engineering, 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 Institute of Engineering of Polytechnic 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 in this tender area or in a similar one.

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) Sworn statement declaring compliance with the requirements for the establishment of a public employment relationship as set out in point 4.1;
- c) Sworn statement declaring that all information and documentation included in the application is authentic, without prejudice to the actual proof, when requested;
- d) To provide a pdf scanned copy in digital form of the request, the curriculum vitae, 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;
- e) To provide a document, in digital form, showing the most representative works mentioned in the curriculum vitae, up until a maximum of 5 (five) works;
  - f) To provide, in digital form, the scientific-pedagogical project: a document that will allow to sustain a future mission letter. This letter must have an activity proposal which the applicant intends to develop during the first 5 (five) years of activity as an Assistant Teacher, also explaining how it will contribute to the progress and development in this tender's area, in the scope of scientific, pedagogical and society cooperation aspects;
  - g) 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.
  - h) 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, it also must show the number of published articles, the number of indexed SCOPUS articles with the main author or co-author, the number of scientific works citations (excluding auto citations), the teaching service number of years and the subjects that were taught, within this tenders area.

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 23/11/2020 and 27/11/2020.

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:

<b>Weights associated with the evaluation subfactors</b>			
<b>Feature</b>	<b>Weight</b>	<b>Criterion</b>	<b>Pesos</b>
Techno-Scientific and Professional Performance	P1 0,60	Techno-Scientific Production (C11)	P11 0,4
		Scientific Projects Participation (C12)	P12 0,2
		Intervention in the scientific and / or professional communities (C13)	P13 0,2
		Constitution of scientific teams (C14)	P14 0,1
		Professional Experience(C15)	P15 0,1
			<b>1</b>
Capacidade Pedagógica	P2 0,30	Coordination of Pedagogical Projects (C21)	P21 0,3
		Teching activity (C22)	P22 0,4
		Supervision of students in master's and graduation work (C23)	P23 0,3
			<b>1</b>
Other Relevant Activities	P3 0,10	Training and / or professional activity (C31)	P31 0,2
		Participation in scientific, pedagogical or institutional management activities (C32)	P32 0,2
		Participation in dissemination, knowledge transfer or technological activities (C33)	P33 0,1
		Interview and other activities considered relevant to the mission of Higher Education Institutions (C34)	P34 0,3
		Scientific-pedagogical project (C35)	P35 0,2
			<b>1</b>
<b>Final Mark:</b>			

$$A = P1 * (P11*C11 + P12*C12 + P13*C13 + P14*C14 + P15*C15)$$

$$B = P2 * (P21*C21 + P22*C22 + P23*C23)$$

$$C = P3 * (P31*C31 + P32*C32 + P33*C33 + P34*C34 + P35*C35)$$

where C11, C12, C13, C14, C15, C21, C22, C23, C31, C32, C33, C34 e C35 are expressed on the scale 0...100

**Final Mark of the Candidate = A + B + C**

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.

8.4 - If there is a tie, the following priority order criteria will be considered:

- a) Highest score in item A of the evaluation grid, corresponding to evaluation of the scientific and technical-professional element;
- b) the higher number of SCOPUS indexed articles;
- c) The best rating in Scientific-Pedagogical Project.

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: António Mário Velindro, Presidente do Instituto Superior de Engenharia de Coimbra

Full members:

João Gabriel Monteiro de Carvalho e Silva, Professor Catedrático da Universidade de Coimbra

Manuel Martins Barata, Professor Coordenador do Instituto Politécnico de Lisboa

Ana Maria de Almeida Figueiredo, Professora Coordenadora do Instituto Politécnico do Porto

Ana Rosa Pereira Borges, Professora Coordenadora do Instituto Politécnico de Coimbra

Viriato António Pereira Marinho Marques, Professor Coordenador do Instituto Politécnico de Coimbra



Alternate members:

Maria Leonilde dos Reis, Professora Coordenadora com agregação do Instituto Politécnico de Setúbal

João Carlos Costa Faria da Cunha, Professor Coordenador do Instituto Politécnico de Coimbra.

O Vice-Presidente do Instituto Politécnico de Coimbra, José de Jesus Gaspar