

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, 2<sup>nd</sup> series, No 104, of 28/05, it is hereby made public, by my Order of 29/04/2022 by the powers invested, 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 positions of Adjunct Professor for the scientific area of scientific area of Informatics Engineering and Systems 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, 2<sup>nd</sup> series, No 104, of 28/05, as well as by the Statute of the Teaching Staff Career of the Polytechnic Higher Education (ECPDESP).

1 – Tender reference: PRPD/4/2022

2 – Workplace: Coimbra Institute of Engineering of the Polytechnic Institute of Coimbra.

3 – 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.

4 – 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 set out in the publicised notice 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.

5 – Admission requirements:

5.1 – 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 Employment Law 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.

5.2 – Candidates must master the Portuguese language (spoken and written) at a level that allows the assignment of teaching service, without any communication limitations in this language.

5.3 – 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 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.

6 – Submission of Application:

6.1 - The applicants shall access and register on the website <https://www.ipc.pt/bupc/candidatura> to submit the application, selecting the procedure they wish to apply for.

The application submission is done exclusively in digital form, in portable document format (PDF), except for documents with planned submission in other digital formats.

The application is submitted by filling in the sections available at the electronic address mentioned above.

If the application 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 procedure consultation.

6.2 Deliverables:

- a) 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, reference of the tender shown in point 1 of this public notice, as well as a list of the documents accompanying the request.

- b) Detailed, dated and signed curriculum vitae;
- c) Sworn statement declaring compliance with the requirements for the establishment of a public employment relationship as set out in point 5.1 and 5.2;
- d) Sworn statement declaring that all information and documentation included in the application is authentic, without prejudice to the actual proof, when requested;
- e) Qualification certificates;
- f) All works mentioned in the curriculum vitae, in PDF or ZIP format.
- g) The scientific-pedagogical project in digital form: 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 Adjunct Professor, 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.

6.3 – When submitting the application, the candidate must provide the information strictly necessary for this purpose, under the terms of this public notice, and must hide personal information that may exist in the documentation delivered, otherwise these information may be freely accessed by any of the other candidates.

6.4 – *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 8.2. in order to allow a better assessment of the data presented in said form.

6.5 – All application documents indicated in point 6.2 shall be submitted in Portuguese or English.

6.6 – 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.

6.7 - 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.

6.8 – No applications submitted by post or electronic mail 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 in the first meeting of the jury. The dates of the public hearings shall be published at the institutional website and the eligible applicants shall be notified, under Article 9 of the RCCPIPC.

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 RCCPIPC;

8.2 - The weighting to be assigned to the assessment parameters as well as to the selection criteria and ranking criteria are as follows:

Weights associated with the evaluation subfactors				
Feature	Weights		Criterion	Weights
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
				1
Pedagogical Performance	P2	0,30	Coordination of Pedagogical Projects (C21)	P21 0,3
			Teaching activity (C22)	P22 0,4
			Supervision of students in master's and graduation work (C23)	P23 0,3
				1
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
				1

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

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

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

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

$$\text{Final Mark of the Candidate} = A + B + C$$

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.

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, from 9 a.m. to 5 p.m. at the Polytechnic Institute of Coimbra (Instituto Politécnico de Coimbra, Rua da Misericórdia, Lagar dos Cortiços - S. Martinho do Bispo, 3045-093 Coimbra).

10 – Composition of the jury:

President: Jorge Manuel dos Santos Conde, President of the Polytechnic Institute of Coimbra

Full members:

Marco Paulo Amorim Vieira, Full Professor at the University of Coimbra

Walter Mendes Vieira, Coordinating Professor at the Polytechnic Institute of Lisbon

Joaquim Belo Lopes Filipe, Coordinating Professor at the Polytechnic Institute of Setúbal

Jorge Augusto Castro Neves Barbosa, Coordinating Professor at the Polytechnic Institute of Coimbra

Carlos Manuel Jorge da Silva Pereira, Coordinating Professor at the Polytechnic Institute of Coimbra

Alternate members:

Mário Pereira Véstias, Coordinating Professor at the Polytechnic Institute of Lisbon

Jorge Fernandes Rodrigues Bernardino, Coordinating Professor at the Polytechnic Institute of Coimbra

The Vice-President of the Polytechnic Institute of Coimbra, José de Jesus Gaspar