

### Public Notice

Pursuant to Articles 9, 10 and 15 of the Scientific Research Career Statute (ECIC), in its current wording, it becomes public that, by my order of 26/09/2022 in the use of delegated competence, is open for a period of 30 working days, counting from the publication of this notice in Diário da República, the international selection tender procedure for hiring 1 (one) Assistant Researcher in the Scientific Research career, in the scientific area of Bioengineering, for the establishment of a legal public employment relationship, in the form of a permanent employment contract in public functions in the at the Applied Research Institute (i2A) of the Polytechnic Institute of Coimbra.

This tender is open under the Program Agreement signed with FCT on February 2, 2022, with the reference CEECINST/00077/2021, within the scope of the *Scientific Employment – Institutional Support 2021 Call* financed by a period of 6 years.

1 - Tender reference: PRND/15/2022

2 - Workplace: Applied Research Institute (i2A), Polytechnic Institute of Coimbra, Rua da Misericórdia, Lagar dos Cortiços, S. Martinho do Bispo, 3045-093 Coimbra.

3 - Job description, remuneration and duration:

3.1 - The functional content of the Assistant Researcher category is defined in n.º 1 and n.º 4 of the ECIC.

3.2 - The Assistant Researcher category corresponds to the remuneration position provided in the table of Annex 3 of Decree-Law No. 408/89, November 18<sup>th</sup>, in its current wording, without prejudice to the legally imposed restrictions.

3.3. - The working conditions are those provided for in ECIC and in the General Law of Work in Public Functions (LTFP), both in their current wording.

4 - Period of validity of the tender:

Admission to the tender is valid only for the position announced, ceasing with the occupation of the job indicated or when it cannot be fully occupied, due to lack or insufficient number of candidates.

5 - General and special admission requirements:

5.1 - General requirements: Candidates must meet the requirements set out in article 17 of the General Law of Work in Public Functions (LTFP), in its latest version.

5.2 – Applicants must be fluent in Portuguese and English.

5.3 – Special requirements: those defined in n.º 1 of article 10 of the Scientific Research Career Statute:

5.3.1 - Be, by the deadline for submitting applications, holder of a PhD degree in the scientific area of Bioengineering or in the related areas of Biological Engineering; Bioprocess Engineering and Biocatalysis; Cell and Tissue Engineering; Biotechnology; Biomaterials; or even holders a relevant scientific curriculum in these areas.

5.4 – Candidates holding foreign qualifications must prove recognition of their doctoral degree, under the terms of the applicable law, and any formalities established therein must be fulfilled by the application deadline.

6 - Formalization of the applications:

6.1 – Candidates must access and register on the website <https://www.ipc.pt/bupc/candidatura> to submit their application, selecting the procedure for which they intend to apply.

Applications must be submitted exclusively in digital format, in portable document format (pdf), except for documents whose delivery is allowed in other digital formats.

The application is formalized by filling in the sections available at the website mentioned above.

If in the application it is necessary to include any confidential document that reveals commercial or industrial secrets, or relating to literary, artistic or scientific property, the candidate must expressly indicate such reservation, under penalty of the work in question being freely accessed by any of the other candidates, during their consultation with the process.

6.2 - Documents to deliver:

- a) Application for admission, under the terms defined in the attached model (Annex I), addressed to the President of the Polytechnic Institute of Coimbra, which must include: full name, date and place of birth, number of the identification card/citizen's card, or foreign civil identification document (U.E.)/passport, residence, telephone number, email address, reference of the tender for which is applying, with express indication of the public notice and the Diário da República in which it was published, the reference of the tender set out in point 1 of this public notice, including the list of

documents accompanying the application, as well as the declaration that the candidate agree to receive communications and notifications resulting from this tender by email;

- b) Detailed curriculum vitae, dated and signed, organized in accordance with point 7;
- c) Application form specific to this call (available at <https://www.ipc.pt/bupc/candidatura>), duly completed, which must also be submitted in both Excel (xls or xlsx) and PDF format;
- d) Declaration, under oath, that meet the requirements for the exercise of the public employment relationship provided for in points 5.1 and 5.2, in accordance with the attached model (Annex II);
- e) Declaration, under oath, that all elements and documents contained in the application are authentic, without prejudice to actual proof, whenever requested;
- f) Certificates of qualifications, a document proving ownership and date of obtaining the PhD degree required for this tender and, in the specific cases, the PhD degree recognition;
- g) All works and scientific publications mentioned in the curriculum vitae and other works that the candidate considers relevant for the jury's appreciation in pdf or zip format.

6.3 – At the time of submitting the application, the candidate must provide the data strictly necessary for the purpose, under the terms of this public notice, and must hide any personal data that may exist in the documentation delivered, under penalty of them being freely accessed by any of the other candidates, during the consultation process.

6.4 – All documents indicated in point 6.2 must be submitted in Portuguese or English.

6.5 - Applications that are not properly instructed or that do not meet the formal admission criteria for the competition, under the terms defined in the legislation and in this public notice, will not be accepted. Submission of any required documentation outside the stipulated period also determines non-admission to the competition.

6.6 – Applications sent by post or email are not accepted.

7 - The *Curriculum Vitae* with an indication of the scientific work of the candidate must be organized, in accordance with n.º 3 of article 16 of the ECIC, and structured in accordance with the requirements contained in point 8 of this public notice, and must include:

- i) The CV synopsis, with a maximum of 500 words. In this, the candidate must clearly indicate the most relevant elements of his academic and professional career, as well as the most relevant results of his scientific and professional activity, substantiating its importance for a scientific area and/or related scientific areas.

- ii) Candidate's scientific indexing identifiers such as "ORCID ID", "Scopus Author ID", "Researcher ID", "Google Scholar ID", "Science ID" or others.
- iii) A section, with a maximum of 1000 words, where the candidate selects up to 5 works from their portfolio of publications (using the APA standard), in the last five years, as being the most representative in terms of contribution to the development and evolution of the area science and/or related scientific areas. For each of the selected works, justification must be presented, explicitly taking into account their contribution to the scientific area and/or related scientific areas, showing how they fit into an innovative and strategic scientific project for the development of the Polytechnic Institute of Coimbra.
- iv) Research activities, experience and professional training, provision of service to the community and technology transfer, guidance and scientific management that are considered relevant for the application, namely, identifying the activities carried out in the different aspects that, pursuant to n.º 1 and n.º 4 of article 5 of the ECIC, integrate the set of functions to be performed by the Assistant Researcher, taking into account the aspects and evaluation parameters contained in point 8 of this public notice and that are considered relevant to the scientific area and/or related scientific areas in which this tender is open. Candidates must structure their *Curriculum Vitae* in such a way as to facilitate the identification of their contribution in each of the sub-items of point 8 and in the application form referred in sub-item c) of point 6.

8 - The evaluation parameters will be the evaluation of the *curriculum vitae* and the evaluation of the scientific work of the candidates:

8.1 - Pursuant to n.º 3 of article 16 of the ECIC, the following factors will be considered and weighted:

8.1.1 - Quality of the candidate's scientific and technical work, with a weighting factor of 60%:

- i) Scientific and technological production
- ii) Coordination and participation in scientific or technological projects
- iii) Creation and reinforcement of laboratory resources
- iv) Stimulation of scientific activity
- v) Recognition by the national and international scientific community

8.1.2 - Provision of services to the community and technology transfer, with a weighting factor of 15%:

- i) Industrial and intellectual property
- ii) Legislation and technical standards

- iii) Scientific and technical dissemination
- iv) Provision of services and consultancy integrated in the institutional mission
- v) Services to the scientific community and society

8.1.3 - Experience and professional training with a weighting of 10%, taking into account the level and adequacy of academic degrees and professional titles or qualifications, as well as the professional experience of the candidate in the exercise of assistant researcher functions in the scientific area or related areas of the contest.

8.1.4 - Scientific guidance activities, with a weighting factor of 10%:

- i) Monitoring and (co)guidance of students, interns, and research fellows
- ii) Pedagogical content
- iii) Teaching activity
- iv) Professional training actions

8.1.5 - Participation in management bodies, with a weighting factor of 5%:

- i) Positions in bodies of Research Units recognized by the FCT
- ii) Positions in bodies of Higher Education Institutions
- iii) Positions in units and coordination of courses
- iv) Temporary positions and tasks
- v) Other positions: parameter that considers the exercise of the positions referred to in article 49 of the Scientific Research Career Statute (ECIC) and positions in national and international scientific organizations.

8.2 - The assessment referred to in point 8.1 may be complemented with interviews with candidates, whenever the competition jury so decides. The Interview does not constitute a selection method and does not have a classifying nature. It seeks clarification on elements contained in the candidates' CVs.

9 - Selection process:

9.1 – At the admission meeting, the jury verifies the admission requirements of the candidacies, in accordance with the public notice and required by the ECIC and prepares the list of admitted and excluded candidates.

9.2 – The list of admitted and excluded candidates is communicated to the candidates, for the purpose of hearing the interested parties, under the terms of article 121 and following of the Code of Administrative Procedure.

9.3 - If there are allegations, the jury will meet to consider them. After decision, it notifies the interested parties of the deliberation.

9.4 - The list of admitted and excluded candidates is ratified by the President after the conclusion of the admission meeting or after consideration of the allegations. The order of homologation may be subject to contentious appeal under the terms of the general law, pursuant to article 26 of the ECIC.

9.5 - For admitted candidates, the jury decides on the absolute merit of the candidates, under the terms of nº 3 of article 16 and article 27 of the ECIC and if there is more than one candidate for the same vacancy, the jury votes first based on the absolute merit of each of the candidates and then ranks them based on relative merit.

9.6 - Absolute merit is expressed by the formulas of “refused” or “approved” and will be evaluated based on the merit of the overall curriculum of the candidates and considering, cumulatively, the following specific requirements:

- i) The list of works referred to in point 7iii) must prove that the candidate has the necessary capacity for the adequate exercise of the functions inherent to the category and scientific area to which the competition refers;
- ii) The candidate must have published at least 10 publications indexed in SCImago/Scopus or Web of Science, within the scope of the scientific area or related scientific areas of the contest. Publications that do not fit the scientific area or related scientific areas of the competition will not be considered.

9.7 - Approved candidates in absolute merit are evaluated in the terms indicated in point 8 of this public notice.

9.8 - The voting process to be used to decide on the final ranking of candidates will be as follows:

9.8.1 - During the meeting and before the voting starts, each member of the jury presents in a written document, which will then be attached to the minutes, their ranking of candidates, duly substantiated, namely in consideration of the parameters and criteria that were approved.

9.8.2 - The document referred to in the previous point must include reasoning that allows identifying the respective cognitive path and understanding how the differentiation between candidates was carried out.

9.8.3 - For each vote, each member of the jury must respect the order presented in the written document, abstentions not being admitted.

9.8.4 - In the event of a tie between two or more candidates, the following procedure will apply:

- a) When the President of the jury is from the scientific area of the competition, the vote is automatically considered to be tied according to the President's vote.
- b) When the President of the jury is not from the scientific area of the competition, the following successive tiebreakers will be used:

b.1) Best position in the ranking obtained in the criterion “Quality of the candidate's scientific and technical work”.

For each tied candidate, the classification obtained in the criterion “Quality of the scientific and technical work” results from the calculation of the average of the classifications attributed in this criterion by each member of the jury.

b.2) Best position in the ranking obtained in the criterion “Provision of services to the community and transfer of technology”.

For each tied candidate, the classification obtained in the criterion “Provision of service to the community and transfer of technology” results from the calculation of the average of the classifications attributed in this criterion by each member of the jury.

9.9 - The final results are included in the final report, signed by all members of the jury, which is notified to the candidates, as well as the act of homologation of the final ranking list, by email, under the terms of the declaration mentioned in paragraph a) of point 6.2 of this public notice.

10 - A contentious appeal may be filed against the homologation order, to be filed under general terms.

11 - The full process of the tender can be consulted by the candidates, by prior appointment, during the respective opening hours, at Serviços Centrais do Instituto Politécnico de Coimbra, Rua da Misericórdia, Lagar dos Cortiços – São Martinho do Bispo – 3045-093 Coimbra.

12 - Members of the Jury:

According to order n.º 19232/2022, published in Diário da República, 2<sup>nd</sup> series, n.º 194, of 07/10, the jury is the following:

President: José de Jesus Gaspar, Coordinator Professor at the Agriculture School of the Polytechnic Institute of Coimbra

Effective Members:

Lígia Raquel Marona Rodrigues, Associated Professor with Aggregation at the Department of Biological Engineering, University of Minho;

Paula Cristina Santos Baptista, Coordinator Professor at the Agriculture School of the Polytechnic Institute of Bragança;

Isabel Cristina de Almeida Pereira da Rocha, Principal Researcher the Institute of Chemical and Biological Technology António Xavier – ITQB NOVA, Nova University of Lisbon;

Rui Manuel Machado da Costa, Coordinator Professor at the Agriculture School of the Polytechnic Institute of Coimbra;

Ana Cristina Araújo Veloso, Coordinator Professor at Engineering School of the Polytechnic Institute of Coimbra.

Substitute Members:

António Luís Pereira Amaral, Coordinator Professor at the Engineering School of the Polytechnic Institute of Coimbra.

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



**Annex I**

Application

Dear President of Polytechnic Institute of Coimbra

Name (...), birthdate (...), VAT N.º (...), identification card n.º (...), address (...), Postal code (...), Mobile Phone n.º (...), email address (...), literary abilities (...), hereby requests that kindly accept my application for the international competition for recruitment in the form of a permanent working contract under the Labor Code and Decree-Law n.º 124/99 of 20 April, in its current wording, of a Assistant Researcher positions in the scientific areas of \_\_\_\_\_, according to a notice published in Diário da República n.º \_\_\_\_\_, 2<sup>nd</sup> series, of \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_, with reference n.º \_\_\_\_\_.

Further declares that it agrees to receive by email the communications and notifications resulting from the present selection tender procedure.

Find attached the following documents: (...)

(Place and date)

(Signature)

## **Annex II**

### Declaration of commitment of honor

Name (.....), candidate for the competition for the recruitment of a Assistant Researcher for the Polytechnic Institute of Coimbra, declares, by my honor, that he/she fulfils all the requirements for admission to this competition that are required by law.

The declarant is fully aware that the provision of false declarations implies his/her exclusion from this competition, without prejudice to the participation to the competent entity for the purposes of criminal proceedings.

The declarant is fully aware that, if he/she is placed in a place eligible for contracting in the approved final order of this competition, he/she has a non-extendable period of 10 working days, following from the notification of that final order, to present, at the Polytechnic Institute of Coimbra, the documents proving that the requirements for admission to this competition are fulfilled.

The declarant is also fully aware that the failure to submit the supporting documents referred to in the previous paragraph, for reasons attributable to him/her, determines his/her exclusion from this competition.

(Place and date)

(Signature)