

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 29/03/2023 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 one positions of Adjunct Professor for the Subject area: Animal and Veterinary Science of the Coimbra Agriculture School, 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 – Tender reference: PRPD/11/2022

2 – Workplace: Coimbra Agriculture School 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 the subject area in tender or other veterinary Science related areas.

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/concursos/form/concursos_docentes 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) Duly completed application form, specifically designed for this tender (available at <https://www.ipc.pt/ipc/sobre/rh/a-decorrer-pessoal-docente/>), including score grid, and also delivered in Excel format (xls or xlsx) and portable document format (pdf);
- d) Sworn statement declaring compliance with the requirements for the establishment of a public employment relationship as set out in point 5.1;
- e) Sworn statement declaring that all information and documentation included in the application is authentic, without prejudice to the actual proof, when requested;
- f) Qualification certificates;
- g) All works mentioned in the curriculum vitae, in PDF or ZIP format.
- h) Document indicating the most representative works in the applicant's curriculum vitae, up to a maximum of five;
- i) All translations of original documents require certification by a competent entity.

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 Annex I, in order to allow a better assessment of the data presented in said form, clause c) of point 6.3 of this public notice.

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 RCCIPC.

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 is laid down in Annex I of this public notice.

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 - In the case of a tie, the following tiebreaker criteria shall be considered:

- a) points scored on the selection grid, scrutinized up to the thousands;
- b) time of professional experience in Veterinary Medicine clinical practice, expressed in months;
- c) time of pedagogical experience in higher education, expressed in months.

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:

Isabel Pereira da Fonseca, Associate Professor at the University of Lisbon;

Rita Payan Carreira, Full Professor at the University of Évora

Ramiro Corujeira Valentim, Coordinating Professor at the Polytechnic Institute of Bragança

Manuel Vicente de Freitas Martins, Coordinating Professor at the Polytechnic Institute of Castelo Branco

Rosário Plácido Roberto da Costa, Coordinating Professor at the Polytechnic Institute of Coimbra

Alternate members:

Patrícia Alexandra Curado Quintas Dinis Poeta, Full Professor at the University of Trás-os-Montes and Alto Douro

Nuno Vieira e Brito, Coordinating Professor at the Polytechnic Institute of Viana do Castelo

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

Annex I

TECHNICAL AND SCIENTIFIC COMPONENT (Weighting 60%)

Dimension		Items	Unit	Score
I. Academic qualifications and other training 40PTS MAX.		A. Academic degrees and titles		
		i) PhD		
	C1	- Veterinary Sciences area	degree	20
	C2	- Other related area	degree	10
		ii) Specialist title (DL nº 206/2009 de 31 de Agosto/Official Journal No. 206/2009 of 31 august)		
	C3	- Veterinary Sciences area (CNAEF 64)	title	15
	C4	- Other related area	title	4
		iii) Integrated MSc - not scoring on "vi) Post-Bologna BSc Hons - no score on "VI) Post Bologna BSc Hons		
	C5	- Veterinary Medicine	degree	12
	C6	- Other related areas	degree	2
		iv) MSc		
	C7	- Veterinary Sciences area	degree	7
	C8	- Other related areas	degree	4,5
		v) Pre-Bologna BSc Hons		
	C9	- Veterinary Medicine	degree	12
	C10	- Other related areas	degree	2
		vi) Post-Bologna BSc Hons		
	C11	- 1st cycle of integrated MSc in Veterinary Medicine	degree	6
C12	- Veterinary Nursing	degree	4	
C13	- Other related areas	degree	2	
	vii) Other higher education training			
C14	- Post-graduation in Veterinary Medicine or Veterinary Sciences (minimum of 60 ECT)	course	5	
C15	- Post-graduation in related areas (minimum of 60 ECT)	course	0,5	
C16	viii) Specialist by the <i>European Board of Veterinary Specialization or similar entity</i>	title to date	7	
	B. Other training (5 PTS Max.)			
C17	i) Training and technical and scientific upgrading course with a minimum duration of 35 hours (2,5 Pts Max.)	course	0,8	
C18	ii) Training and technical and scientific upgrading course less than 35 hours long (2,5 Pts Max.)	course	0,3	
		C. Technical and scientific publications		
		a) In journals		
C19	i) Article in ISI/Scopus-indexed scientific journal	article	2	
C20	ii) Article in other scientific journal	article	0,5	
		b) In book form		

II. Technical and Scientific Production (relevant to the area of Veterinary Sciences) 5PTS MAX.	C21	i) Author/co-author of entire work/published book	book	1,5
	C22	ii) Author/co-author of work chapter/published book	chapter	0,5
		c) Publication of articles in international scientific events minute books		
	C23	i) Article in international scientific event minute book	article	0,5
	C24	ii) Article in national scientific event minute book	article	0,2
		d) Publication of abstract in scientific meeting minute book		
	C25	i) Abstract in book edited by national/international scientific meeting	abstract	0,1
		e) Lecture/Talk, as a guest		
	C26	i) International technical and scientific event	lecture/talk	0,5
	C27	ii) National technical and scientific event	lecture/talk	0,3
		f) Oral presentation in technical and scientific events		
	C28	i) International technical and scientific event	presentation	0,5
	C29	ii) National technical and scientific event	presentation	0,2
	C30	g) Poster presentation in international/national technical and scientific event	poster	0,2
		h) Review of scientific articles		
	C31	i) ISI journals (Scopus or Web of Knowledge listed/reported)	article	0,3
C32	ii) Other journals	article	0,2	
C33	III) Editor or co-editor of scientific multi-authored work	article	0,1	
III. Participation in advanced scientific/pedagogical projects (relevant to the area of Veterinary Sciences) 5 PTS MAX.	C34	a) Scientific coordination of national/international I&D projects	project	5
	C35	b) Participation in national/international I&D projects	project	2
	C36	c) Supervision or co-supervision of completed doctorate or post-doctorate programme	thesis	4
	C37	d) Examiner of Ph.D. theses, specialist title exams, or other examinations arising from tender procedures for higher education teaching staff	thesis/exam	1
IV. Merit recognition/distinctions (relevant to the area of Veterinary Sciences) 5 PTS MAX.	C38	a) Merit scholarships	scholarship	2
	C39	b) Individual international prizes or distinctions	prize	1
	C40	c) Individual national prizes or distinctions	prize	1
	C41	d) Team international prizes or distinctions	prize	1
	C42	e) Team national prizes and distinctions	prize	1
V. Organization and participation in technical and scientific events (relevant to the area of Veterinary Sciences) 5 PTS MAX.		a) Organization of technical and scientific events		
	C43	i) International technical and scientific event	event	1,5
	C44	ii) National technical and scientific event	event	1
		b) Participation in scientific committees		
C45	i) International technical and scientific event	event	0,5	

	C46	ii) National technical and scientific event	event	0,3
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VI. Professional Experience 40 PTS MAX.	C47	Proven clinical work experience in Veterinary Medicine	/year	8
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PEDAGOGICAL COMPONENT (Weighting 30%)

Dimension		Items	Unit	Score
I - Teaching professional experience Coordination and Pedagogical Practice (relevant to the tender area) 60PTS MAX.	P1	a) Pedagogical experience in higher education	per full academic year teaching	3
		b) Average number of Organized or Supervised Course Units (UC) taught at higher education level (<i>total sum of number of organized or supervised CU over teaching years/Number of full academic years teaching</i>)		adds to teaching
	P2	i) in Ph.D/Master courses	Ref./academic year	2
	P3	ii) in BSc Hons courses	Ref./academic year	0,75
	P4	iii) in higher technical and vocational courses	Ref./academic year	0,5

II - Supervision and examination of final internship reports (relevant to the tender area) 20 PTS MAX.		a) Supervision or co-supervision of internships/final reports at higher education institutions		
	P5	i) in Master courses	completed internship	0,5
	P6	ii) in BSc Hons courses	completed internship	0,3
	P7	iii) in higher technical and vocational courses	completed internship	0,1
		b) Examiner of theses /internship reports/final reports at higher education institutions		
	P8	i) in Master courses	jury board member	0,2
	P9	ii) in BSc Hons courses	jury board member	0,15
	P10	in higher technical and vocational courses	jury board member	0,05
	P11	c) Supervision of professional internships	completed internship	0,1
	P12	d) Examiner as member of professional internship jury board	internship	0,05

III - Other Pedagogical natured Atividades (relevant to the tender area) 20 PTS MAX.	P13	a) Teaching training courses and others not included in the calculation of the teaching staff service distribution in higher education	minimum of 10 hours	1
	P14	b) Pedagogical natured professional certification	certificate	1,5
	P15	c) Creator or responsible for teaching support facilities management (laboratories)	laboratory	3
	P16	d) ISBN- assigned pedagogical publications	publication	1
	P17	e) Teaching within the Erasmus Teaching Mobility Programme	mobility	0,25

3 - OTHER RELEVANT ACTIVITIES (Wheighting 10%)

Dimension		Items	Unit	Score
I - Participation in management bodies of higher education institutions 15 PTS MAX.	OA1	a) Member of higher education institution managing board	full year	5
	OA2	b) Course coordinator or Head of department in higher education institutions	full year	3
	OA3	c) President of statutory collective management bodies in higher education institutions	full year	3
	OA4	d) Secretary or vice president of statutory collective management bodies in higher education institutions	full year	2
	OA5	e) Member of statutory collective management bodies in higher education institutions	full year	1

II - Performance evaluation 15 PTS MAX.		a) Teaching performance evaluation (2010 - to date)		
	OA6	i) Classification level: "Excelent"	year	2
	OA7	ii) Classification level: "Very Good"	year	1
		b) Non teaching activities evaluation (2010 - to date)		
	OA8	i) Classification level: "Excellent"	year	0,6
	OA9	ii) Classification level: "Very Good"	year	0,3

III - Consultancy activities 25 PTS MAX.	OA10	a) Responsible for/leader of works/projects	work/project	2
	OA11	b) Team member /co-author of works/projects	work/project	1
	OA12	Opinion	opinion	0,5
	OA13	d) Member of OBEA/other organism (within the scope of Directive 2010/63/EU) or Ethics Committee	year	0,5

IV - Participation in boards and dissemination actions 15 PTS MAX.		a) Member of tender selection boards		
	OA13	i) recruitment tender process	tender	1,5
	OA14	ii) public tender process for public contracts (goods, services, and works)	tender	1,5
	OA15	b) Participation in technical, scientific, or institutional dissemination actions	action	0,5

V - Participation in committees, work teams, and other professional related actions 20 PTS MAX.		a) Participation in accreditation or evaluation processes and audits		
	OA16	i) Member of higher education course accreditation or self-evaluation team	per course	5
	OA17	ii) Participation in Veterinary Sciences related audits	full year	2
	OA18	b) Participation in work teams /technical-natured committees, by appointment of competent body	team/committee	2
	OA19	c) Organization of open/lifelong training/ other non-degree awarding courses	course	1
	OA20	d) Registered patents or regulations	patent/regulation	2
		e) Professional certifications		
OA21	i) issued by international entity	certification	3	

	OA22	ii) issued by national entity	certification	1,5
	OA23	f) Participation international mobility programmes, for organizational purposes	action	1
		g) Participation in Research Units		
	OA24	i) Scientific coordinator of Research Unit	full year	10
	OA25	ii) Member of Research Unit Executive Committee (no parallel score with member score)	full year	4
	OA26	iii) Membro efetivo de unidade de investigação	full year	2
	OA27	iv) Membro não efetivo de unidade de investigação (mestre) ou colaborador (doutorado)	full year	1

VI - Participation in Veterinary Medical Service Unit Management (VMSU) 10 PTS MAX.	OA28	a) Veterinary practice Clinical Director	full year	1
	OA29	b) Veterinary clinic Clinical Director	full year	2
	OA30	c) Veterinary hospital Clinical Director	full year	3