

PUBLIC NOTICE
ANNOUNCEMENT FOR THE RESEARCH GRANT
Reference COIMBRA ST LLM

A call is open for the award of a Research Grant within the scope of the project “COIMBRA Sustainable Tourism LLM Large Language Models applied to create better experiences for tourists and local communities, whilst supporting the development of a Sustainable Tourism Destination”, hereinafter referred to simply as “COIMBRA ST LLM”, with the operation code EUI02-188, from the Polytechnic Institute of Coimbra (IPC), financed by the European Union through the EUI Programme – European Urban Initiative, under the following conditions:

The grant will be aimed at implementing and developing the following activities:

- 1) Monitoring the implementation of the "COIMBRA ST LLM" project regarding IPC tasks;
- 2) Monitoring the implementation of training programs for trainers;
- 3) Development and implementation of a Labor Observatory to support qualification and reskilling in the tourism sector, promoting local and regional competitiveness.

General scientific area: Business Sciences, Computer Sciences, or related fields.

Requirements:

- The candidate must i) hold a master's degree in Business Science, Computer Science, or related fields;
- If the candidate holds a higher education degree obtained abroad, the degree must have been recognized, if applicable;
- Enrolled in a course that does not lead to an academic degree;
- Have experience in:
 - a) Automatic Data Collection
 - b) Data Analysis and Organization
 - c) Creating and configuring dashboards



Work plan:

The work plan to be developed during the research grant period will fall within the scope of the "COIMBRA ST LLM" project, with the operation code (EUI02-188).

The grantee will develop the following activities:

1. Prepare studies, research, and diagnostics directly related to the development of the project, particularly regarding internal production in terms of research, studies, patents, and process and product innovation;
2. Collect and analyze data related to the development of the project;
3. Contribute to the management of the knowledge portfolio generated at the Polytechnic of Coimbra;
4. Promote actions aimed at companies in the territories covered by the project;
5. Contribute to the correct execution of the project's activity plan, particularly with regard to the organization of activities and initiatives and the production of the respective reports;
6. Prepare reports on the execution of activities within the scope of the project;
7. Contribute to the promotion of the project and its results.

Scholarship period:

The scholarship has an initial duration of 12 months, on an exclusive basis, in accordance with the Research Scholarship Regulation of the Polytechnic Institute of Coimbra – Order No. 5963/2020, of 01/06, in its current wording, with the start date scheduled for September 1, 2025.

Monthly Maintenance Allowance:

1309,64 euros, according to the table of values of Research Grants in the Country awarded by FCT. (https://www.fct.pt/wp-content/uploads/2025/02/Tabela_valores_SMM_2025.pdf) and payment is made monthly by bank transfer.

To this value is added the voluntary social insurance corresponding to the first level, if the candidate chooses to register, and personal accident insurance.



Workplace:

The work will be carried out at the Polytechnic Institute of Coimbra, Community Interface Office of the IPC Central Services, Campus of the Coimbra Agriculture School - S. Martinho do Bispo, 3045-093 Coimbra, under the scientific supervision of Professor Isabel Maria Mendes Pedrosa.

Selection Criteria:

The application evaluation criteria are as follows: Curriculum evaluation (70%) and interview (30%) for the three highest-ranking candidates in the curriculum evaluation.

- The following criteria will be considered in the Curriculum Evaluation (CA):

CA1. Final undergraduate grade (10%)

CA2. Master's degree grade (20%)

CA3. Professional experience, preferably in the project areas (20%)

CA4. Additional academic/professional training (10%)

CA5. Cover/motivation letter (10%)

- The following criteria will be considered in the Interview (E):

E1. Verbal and non-verbal communication skills in Portuguese and English (15%)

E2. Ability to demonstrate knowledge acquired in the requested role (15%)

Composition of the Jury:

The jury responsible for the selection process will be made up of the PhD Professors:

Daniel Jorge Roque Martins Gomes, Coordinating Professor at the Coimbra Education School of the Polytechnic Institute of Coimbra

Permanent members:

Ana Cristina Araújo Veloso, Vice-President of the Polytechnic Institute of Coimbra

Isabel Maria Mendes Pedrosa, Coordinating Professor at the Coimbra Business School of the Polytechnic Institute of Coimbra



Alternate members:

Susana Maria Peixoto Godinho Lima, Assistant Professor at the Coimbra Education School of the Polytechnic Institute of Coimbra

António Manuel Amaro Calheiros da Silva, Assistant Professor at the Coimbra Business School of the Polytechnic Institute of Coimbra

Applications must include the following documents:

Candidates must access and register on the website <https://www.ipc.pt/sobre/rh/a-decorrer-bolseiros/> to submit their application, selecting the scholarship they wish to apply for.

The application must be submitted exclusively in digital format, in portable document format (pdf), with the exception of documents that must be submitted in other digital formats.

The application must be completed by completing the sections available at the aforementioned electronic address.

The application must be accompanied by the following documents:

1. Identification, address, identification document number, and tax identification number;
2. Cover letter;
3. Updated curriculum vitae (CV);
4. Proof of required academic qualifications;
5. Proof of enrollment in a non-degree-granting course.
6. Other documents relevant to the evaluation.

When submitting an application, if the application contains a classified document that reveals a commercial or industrial secret, or a secret relating to literary, artistic or scientific property, the candidate must expressly indicate such a reservation, otherwise the work in question may be freely accessed by any of the other candidates, in the context of the process consultation.

When submitting the application, the candidate must provide the data strictly necessary for this purpose, in accordance with this notice, and must hide any personal data that may exist in the submitted documentation,



otherwise this data may be freely accessed by any of the other candidates, in the context of the process consultation.

Deadline for receipt of applications:

It will be 10 business days, between 08/08/2025 – 22/08/2025.

Applicable legislation and regulations:

The award of the scholarship is based on the:

- Law No. 40/2004, of August 18, in its current wording (Statute of the Scientific Research Fellow);
- Order No. 5963/2020, of June 1, in its current wording (Regulation of the Research Fellow of the Polytechnic Institute of Coimbra)

The model of the grant contract and the final reports to be prepared by the grant holder and the coordinators are those contained in the annexes of the Scientific Research Grant Holder Statute referred to above.

Means of publication/notification of results:

The results of the evaluation will be disclosed within 6 working days from the deadline for submission of applications, by sending communication to the candidates, via email. After the results are announced, candidates will be notified to make, if they wish, their statements at a prior hearing within a maximum period of 10 working days after that date. After this period, the selected candidates will have to declare, in writing, their acceptance and communicate the date of the effective start of the fellowship. Unless there is a valid justification, failure to make a declaration within the aforementioned period is equivalent to a waiver of the grant. In the event of resignation or withdrawal of the selected candidate, the candidate with the highest ranking will be notified.

For more information contact:

Serviço de Prospeção de Financiamento, Apoio a Candidaturas e Cooperação com o Território:
joana.ramos@ipc.pt

Coimbra, 07/08/2025

