

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 the Order of 31/03/2025 of the Vice-President, at the time, Doctor Daniel Jorge Roque Martins Gomes, invested by Order no 6711/2023, published in the Official Gazette, 2<sup>nd</sup> series, No 119, of 21/06, 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 position of Adjunct Professor for the disciplinary area of Manufacturing Technologies 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/5/2025

2 – Workplace: – Coimbra Institute of Engineering

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: 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 disciplinary area or area related to that for which the competition is open.

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](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 orxlsx) 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) Scientific Project and Pedagogical Project: these two documents must include a proposal of the activities that the candidate intends to develop, in the scientific and pedagogical domain, during the first five years of activity as Adjunct Professor. These documents must clearly explain the expected contribution to the progress and development of the disciplinary area in the techno-scientific, pedagogical and cooperation with society domains.

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 contextualized description of the curricular elements, organized according to the scoring grid, as per annex 1, in order to allow a better appreciation of the data presented in the form referred to in subparagraph c) of point 6.2 of this 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.

6.7 - In cases where the jury has doubts about the evidence submitted by the candidates, it may request additional information, as provided for in article 26 of the RCCPIPC.

6.8 - 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.

6.9 – 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 - The final classification of each candidate is obtained through the arithmetic mean of the individual grades attributed by the members of the jury.

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

- a) Highest grade in the item “Techno-Scientific and Professional Performance” of the scoring grid, as per annex 1;
- b) Highest grade in the Scientific Project;
- c) Highest grade in the 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, 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: Cândida Maria dos Santos Pereira Malça, Coordinating Professor and President of the Polytechnic Institute of Coimbra (with the right to vote, in accordance with paragraph a) of article 13 of IPC Tender Regulation of Contracting of Teachers), as it is in the disciplinary area for which the competition is open)

**Full members:**

Pedro Lúcio Maia Marques de Almeida, Coordinating Professor with Tenure at the Lisbon Higher Institute of Engineering of the Polytechnic Institute of Lisbon

Olga Maria Maia Coutinho de Paiva, Coordinating Professor at the Porto Higher Institute of Engineering of the Polytechnic Institute of Porto

Maria Leopoldina Mendes Ribeiro de Sousa Alves, Coordinating Professor at the Higher School of Technology and Management of the Polytechnic Institute of Leiria

Fernando António Gaspar Simões, Coordinating Professor at the Coimbra Higher Institute of Engineering of the Polytechnic Institute of Coimbra

**Alternate members:**

Luís Manuel Pires Martins de Abreu, Coordinating Professor at the Higher School of Technology and Management of Águeda, University of Aveiro;

Bruno Miguel Santana Chaparro, Coordinating Professor at the Higher School of Technology of Abrantes, Polytechnic Institute of Tomar.

The Vice-President of the Polytechnic Institute of Coimbra, Cristina Isabel Cabral Galhano

**ANNEX I**

Area	Weighting	Subarea	Criteria				
Technical-Scientific and Professional Performance	50%	Academic/Professional Training (degrees and titles)	5	Doctorate/ Specialist Title (DL 206/2009) Related area			
				Doctorate / Specialist Title (DL 206/2009)			
				Doctorate / habilitation in related field.			
				Doctorate / Habilitation in the area			
		Scientific Production	Publications	35	Articles in indexed publications (Wos, Scopus, Dblp) Q1 and Q2	From 1st to 3rd author or 1st 2nd and last author	
						other authors	
					Articles in indexed publications (Wos, Scopus, Dblp) Q3 e Q4	From 1st to 3rd author or 1st 2nd and last author	
						other authors	
					Articles in publications without referees	From 1st to 3rd author or 1st 2nd and last author	
						other authors	
					Conference abstract book	From 1st to 3rd author or 1st 2nd and last author	
						other authors	
					Book author		
					Co-author of book or author/co-author of chapter(s)		
		Editor or co-editor of works/proceedings/journals					
		Adviser, Jury participation, R&D Projects, Awards, Patents and Scientific Recognition	Adviser	10	Completed Master's Thesis/Project/Internship/Report (individual or co-supervised)		
					Completed PhD Thesis (individual or co-supervised)		
			Jury	8	Pedagogical Aptitude Tests (Professional Schools)		
					CTeSP Exams		
					Master's Exams (by inherent requirement)		
					Master's Exams Arguente		
					Doctoral Examinations (by inherent right)		
					Doctoral or Specialist Examinations (Defendant)		
Habilitation Exam							
Polytechnic or university teaching staff competitions							
Projects	10		Project manager with funding				
			Funded Project Collaborator				
		Member of a Research Center accredited by FCT (Excellent Rating)					
		Member of a Research Center accredited by FCT					

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					President of scientific area or department, Course Coordinator or person responsible for the Erasmus+ programme
					Member of a committee
		Provision of services, other activities such as research grants	Studies/projects or opinions prepared or similar, evaluator	20	Responsible
					Team member
		Divulcation	Participation in Congresses, Scientific and Academic Events, Seminars	30	Member of the scientific committee
					Invitational communication
					Oral communication
					Poster communication
					Seminars
					Responsible for organizing scientific events
					Participation in the organization of scientific events
					Participation in institutional promotion and dissemination actions
		Other activities		10	Positions in governing bodies of scientific and business societies
					Others