Universidade Politécnica de Coimbra

PUBLIC NOTICE
PRPD/3/2026

Under the Polytechnic Higher Education Teaching Career Statute (Estatuto da Carreira do Pessoal Docente do Ensino Superior Politécnico, ECPDESP) and the Regulation on the Recruitment of Professors of the Polytechnic University of Coimbra (Regulamento de Concursos para Contratação de Professores da Universidade Politécnica de Coimbra, RCCP), of 28 May 2010, it is hereby made public that, following my executive order issued on 25 July 2026, under delegated authority pursuant to paragraph 1.2(a) of Order No. 8669/2025, of 25 July, a competition based on qualifications is open, for a period of thirty working days from the date of publication of this notice in the Diário da República, for the recruitment of two positions of Assistant Professor (Professor Adjunto), to be filled through a public service employment contract of indefinite duration, in the field of Management, Finance and Marketing – field group of Business Organisation and Management.

This competition is based on qualifications and is regulated by the provisions of the Regulation on the Recruitment of Professors of the Polytechnic University of Coimbra and the Polytechnic Higher Education Teaching Career Statute.

1 – Competition reference: PRPD/3/2026.

2 – Workplace: Coimbra Business School (Instituto Superior de Contabilidade e Administração de Coimbra).

3 – Functional duties and remuneration position:

The generic functional duties assigned to teaching staff in polytechnic higher education, as established in Article 2-A of the ECPDESP, together with the specific functional duties pertaining to the category of Assistant Professor (Professor Adjunto) set out in paragraph 4 of Article 3 of the same statute. The category of Assistant Professor corresponds to the remuneration position established in the salary table provided for in Decree-Law No. 408/89, of 18 November, in its current wording.

4 – Period of validity of the competition:

The competition is valid exclusively for the positions advertised and shall cease upon the filling of the corresponding posts identified in the public notice, or when such posts cannot be fully filled due to the absence of candidates or an insufficient number thereof, as well as in the situations provided for in paragraph 2 of Article 31 of the RCCP

5 – Admission requirements:

5.1 – General requirements: Candidates must meet, on the closing date for applications, all the general requirements stablished in paragraph 1 of Article 17 of the General Law on Employment in Public Functions (LTFP), namely:

a) Be at least 18 years old;

b) Not be inhibited to holding a job in the public sector, nor forbidden to perform the intended position;

c) Be in good health and possess the psychological profile required for the job;

d) Meet the compulsory vaccination requirements.

5.2 – Candidates must master spoken and written Portuguese at a level that enables the performance of teaching duties without any limitations in communication in this language.

5.3 – Specific requirements: Hold, on the closing date for applications, a doctoral degree or the title of specialist obtained in accordance with Decree-Law No. 206/2009, of 31 August, in its current wording, in the field for which the competition is or in a related field. For this purpose, specialist titles in CNAEF area 345 – Management and Administration, and doctoral degrees whose main field corresponds to CNAEF 345 shall be considered related for the purposes of the competition, provided that the doctoral thesis is within the scope of the competition. This scope includes organisation and business management, administration, human resources management, entrepreneurship, financial management, and international business management.

Candidates holding foreign qualifications must prove the recognition of the doctoral degree, under the terms of the applicable legislation, by the end of the deadline for submitting the application.

6 – Submission of the application:

6.1 – Candidates must access and register on the following website:

https://www.ipc.pt/bupc/concursos/form/concursos_docentes

and submit their applications, selecting the specific recruitment procedure to which they intend to apply.

The submission of the application shall be carried out exclusively in digital format, in portable document format (PDF), except for documents whose submission is expressly required in other digital formats.

The completion of the application is carried out by filling in the sections made available on the website referred to above.

Upon formalisation of the application, where it contains any document classified as disclosing commercial or industrial secrecy, or secrecy pertaining to literary, artistic, or scientific property, the candidate shall expressly indicate such reservation. The absence of an express indication of confidentiality shall entail the document being made available, without restriction, to any of the remaining candidates in the context of procedural file consultation.

6.2 – Mandatory documents:

a) Admission request addressed to the Rector of the Polytechnic University of Coimbra, containing the following elements: the candidate's full name; date and place of birth; identification number of the identity card/citizen card or foreign civil identification document (EU)/passport; residence; telephone number; electronic address; express indication of the recruitment procedure to which the candidate applies, including reference to the notice and mention of the Diário da República in

which it was published; the reference of the competition as set out in point 1 of this notice; as well as a complete list of all documents submitted with the application.

b) Detailed, dated and signed curriculum vitae;

c) Application form specifically created for this competition (available at https://www.ipc.pt/ipc/sobre/rh/a-decorrer-pessoal-docente), duly completed, which must be submitted in both Excel format (.xls or .xlsx) and PDF;

d) Sworn statement declaring that the candidate meets all the conditions mentioned under point 5.1;

e) Sworn statement attesting to the truthfulness and completeness of all information provided, without prejudice to the effective submission of proof whenever requested

f) Copy of qualification certificates;

g) Scientific and pedagogical project in the field of the competition. This project shall clearly articulate the candidate's research areas, as well as their career development plan for the next five years, explicitly presenting the intended research agenda and the links to international scientific networks. The project shall also include a concise presentation of a curricular unit, demonstrating the integration between research and teaching, its added value in relation to contemporary academic and professional contexts, and its implications for the sustainability of organisations and society. The project must not exceed 4,000 words, excluding references. The candidate is free to determine the format and structure of the document. The text must be written in Portuguese or in English;

h) Copy of all the works mentioned in the curriculum vitae, in PDF or ZIP format.

6.3 – In submitting their application, candidates shall provide only the data strictly necessary for the purposes of the present notice and shall redact any personal data not relevant to the assessment that may be contained in the supporting documentation. Failure to do so may result in such data being freely accessible to other candidates in the context of consultation of the recruitment procedure file.

6.4 – The curriculum vitae shall include:

a) Preamble indicating the academic degrees obtained and their respective final classification, the professional category, and, where applicable, the position currently held;

b) Detailed and contextualized description of the curricular elements, organised in accordance with the scoring grid, as per Annex 1, to allow a better assessment of the information provided 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 candidate results in the non-assessment of the elements that should have been evidenced.

6.7 - In cases where the selection board has doubts regarding the supporting documents submitted by candidates, it may request additional information, as provided for in Article 26 of the RCCP.

6.8 – Applications that are not duly documented or that do not meet the formal admission criteria for the competition, as defined in the applicable legislation and in this notice, shall not be accepted. The submission of any required documentation after the stipulated deadline shall likewise result in non-admission to the competition.

6.9 – Applications submitted by postal mail or by electronic mail shall not be accepted.

7– Public hearings:

7.1 – Should the selection board deem it necessary to hold public hearings concerning the candidates' curriculum vitae, such hearings shall be scheduled at the board's first meeting. The dates of the public hearings shall be published on the institutional website of the Polytechnic University of Coimbra, and candidates shall be duly notified, pursuant to Article 9 of the RCCP.

8 – Criteria, method of evaluation, methodology of classification and ranking of candidates:

8.1 – The assessment of applications shall be carried out in accordance with Article 25 of the RCCP.

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 final classification shall be expressed on a 0-to-100-point scale; candidates who obtain a final classification below 50 points shall be deemed not approved; candidates who obtain a final classification equal to or greater than 50 points shall be deemed approved on absolute merit.

8.4 - In the case of a tie, the following tiebreaker criterion shall be applied: the aggregate sum of all items in the evaluation grid, without any weighting factors or maximum caps.

9 – Notification of the applicants:

9.1 - The notification of the applicants is made in accordance with Article 9 of the RCCP;

9.2 - The lists of non-approved candidates, the ranked list of candidates approved in absolute merit, and the act of homologation shall be communicated to the candidates, pursuant to Articles 29 and 30 of the RCCP.

9.3 – The complete recruitment procedure records may be consulted by candidates during regular business hours (from 9 a.m. to 5 p.m.), at the Central Services of the Polytechnic University of Coimbra, located at Rua da Misericórdia, Lagar dos Cortiços – São Martinho do Bispo – 3045-093 Coimbra.

10 – Composition of the selection board:

Chair: Cândida Maria dos Santos Pereira Malça, Rector of the Polytechnic University of Coimbra;

Effective members:

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Maria Elisabete Duarte Neves, Senior coordinating professor at the Polytechnic University of Coimbra;

Neuza Manuel Pereira Ribeiro, Full professor at the University of Leiria and Oeste;

Pedro Manuel Miranda Nunes, Senior coordinating professor at the Polytechnic University of Cávado and Ave;

António Pedro Martins Soares Pinto, Coordinating professor at the Polytechnic University of Viseu;

Paula Odete Fernandes, Coordinating professor at the Polytechnic University of Bragança.

Substitute members:

Ana Paula Carvalho do Monte, Coordinating professor at the Polytechnic University of Bragança;

Jorge José Martins Rodrigues, Coordinating professor with Habilitation (Agregação) at the Polytechnic University of Lisboa.

11 - According to article No. 9 h) of the Constitution of the Portuguese Republic, Public Administration, as an employing entity, actively promotes a policy of equal opportunities for men and women in terms of access to a job and professional progression, aiming at avoiding all and any kind of discrimination.

12 - In accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (General Data Protection Regulation), the data collected will be processed exclusively for the purpose of handling the application and hiring of the selected candidates.

13 - The present competition will be, under the terms of article No. 29-B of ECPDESP, published in Portuguese in the 2nd Series of the Diário da República and on the website Bolsa de Emprego Público (Governmental Public Employment Portal), as well as, in both Portuguese and English, on the website of the Polytechnic University of Coimbra and on the EURAXESS Portugal Portal (https://www.euraxess.pt/).

18 November 2026 - The Vice-Rector of the Polytechnic University of Coimbra, Cristina Isabel Cabral Galhano

ANNEX I

Parameter/ Weighting	Items	Points (maximum)	Subitems	Scoring		
				PTS	Unit	Max.
P1 – Technical, Scientific and Professional Activities 50%	1.1 MBAs, Postgraduate Qualifications and Certifications	5	MBA / postgraduate programmes / international certifications awarded by Universities or Polytechnic Institutes considered relevant to the disciplinary area of the call	5	per programme	no limit
	1.2 Participation in Scientific Research Centres or Scientific Networks	85	Integrated member of FCT-funded R&D units rated at least Good	5	per year	no limit
			Collaborating member of FCT-funded R&D units rated at least Good	2	per year	10
			Member of other scientific networks or organisations	1	per year	5
	1.3 Research and Development Projects in the Disciplinary Area of the Call		Principal Investigator of externally funded and peer-reviewed research projects (e.g. FCT or European projects), completed or ongoing, per year elapsed since approval	5	per year	no limit
			Principal Investigator of other peer-reviewed research projects, completed or ongoing, per year elapsed since approval	2	per year	no limit
			Research team member in externally funded and peer-reviewed projects (e.g. FCT or European projects), completed or ongoing, per year elapsed since approval	2	per year	no limit
			Research team member in other peer-reviewed projects, completed or ongoing, per year elapsed since approval	1	per year	no limit
	1.4 Publications and Participation in Technical and		Author or co-author of a technical or scientific book published by a recognised publishing house	10	per book	20

Scientific Conferences		Author or co-author of a peer-reviewed book chapter	5	per chapter	20
		Publication of articles in Scopus- or WoS-indexed journals – Q1	20	per article	no limit
		Publication of articles in Scopus- or WoS-indexed journals – Q2	15	per article	no limit
		Publication of articles in Scopus- or WoS-indexed journals – Q3 and Q4	10	per article	no limit
		Publication of technical and scientific articles in other peer-reviewed journals	3	per article	20
		Publication of technical and scientific articles in non-peer-reviewed journals	1	per article	10
		Publication of conference papers in peer-reviewed proceedings indexed in Scopus or WoS	4	per article	20
		Publication of conference papers in peer-reviewed proceedings	3	per article	20
		Presentations at international peer-reviewed scientific/technical-scientific conferences	2	per presentation	20
		Presentations at national peer-reviewed scientific/technical-scientific conferences	1	per presentation	10
		Poster presentations at national or international scientific events	0,5	per poster	5
		Awards or distinctions for scientific work	2,5	per award	20
1.5 Organisation and Other Technical and Scientific Activities		Member of scientific committees of national or international peer-reviewed conferences/seminars	1	per conference	10
		Discussant or session chair at international conferences	1	per conference	10

			Member of the editorial board of scientific journals	2	per journal	10
			Reviewer of articles submitted to peer-reviewed scientific journals	1	per article	10
	1.6 Supervision of Theses, Dissertations and Final Projects		Supervision or co-supervision of completed PhD theses	5	per supervision	no limit
			Supervision or co-supervision of completed Master's dissertations, projects or internships	1,5	per supervision	no limit
	1.7 Participation in Academic Examination Panels		Member of a PhD thesis examination panel (not cumulative with item 1.6)	2	per participation	no limit
			Member of a Master's dissertation, project or internship examination panel (not cumulative with item 1.6)	1	per participation	no limit
	1.8 Professional Activities Relevant to the Disciplinary Area of the Call	10	Professional experience outside academia related to the disciplinary area of the call, in accordance with Annex A	1	Annex A	10
P2 – Pedagogical Activities 25%	2.1 Teaching Experience and Commitment in the Disciplinary Area of the Call for Applications	50	Higher education teaching experience in either polytechnic or university institutions within the Disciplinary Sub-Area (DSA), corresponding to a Full-Time Equivalent (FTE) appointment at 100% workload (2)	3	per year / FTE	30
			Responsibility for distinct Curricular Units (3)	2	per Curricular Unit	10
			Number of distinct Curricular Units taught (3)	1	per Curricular Unit	10
	2.2 Development of Teaching Materials in the Disciplinary Area of the Call for Applications	20	Author or co-author of a pedagogical book (not considered under the scientific dimension)	5	per book	10
			Development of textbooks, lecture notes, exercise books, software applications or teaching support materials covering at least	2,5	per textbook	20

		75% of the syllabus of a Curricular Unit (theoretical, theoretical-practical and practical classes; maximum of one item per Curricular Unit) (4)			
2.3 Pedagogical Evaluation, Innovation and Training	20	Results of teaching evaluation surveys over the last five years (Excellent – 10 points; Very Good – 8 points; Good – 6 points) (5)	sum	per year	no limit
		mplementation of pedagogical innovation projects approved by the competent bodies and duly documented (e.g., approved Curricular Unit Form), during the last five years and within the disciplinary area of the call for applications	5	per project	no limit
		Results of teaching evaluation surveys over the last five years (Excellent – 10 points; Very Good – 8 points; Good – 6 points) (5)	sum	per year	no limit
2.4 Organisation, Supervision and Pedagogical Training	10	Organisation of pedagogical and research training courses of a distinct nature and with a duration of at least 15 hours, within the disciplinary area of the call for applications	3	per course	no limit
		Organisation of pedagogical events with a minimum duration of three hours, within the disciplinary area of the call for applications	1	per event	no limit
		Supervision of completed bachelor's degree and CTeSP internships or equivalent projects, within the disciplinary area of the call for applications	1	per project	no limit
		Examination of completed bachelor's degree and CTeSP internship reports or equivalent projects, within the disciplinary area of the call for applications	0,5	per examination	no limit

P3 - Organisational (Other Activities Relevant to the Institution's Mission) 10%	3. Other Activities Relevant to the Institution's Mission	80	Director or President of an Organic Unit	10	per year or part thereof	no limit
			Deputy Director or Vice-President of an Organic Unit	8	per year or part thereof	no limit
			Chair of statutory bodies	8	per year or part thereof	no limit
			Vice-Chair / Secretary of statutory bodies	6	per year or part thereof	no limit
			Member of statutory bodies of an Organic Unit	5	per year or part thereof	no limit
			Head / Director / Coordinator of a Department or Section	4	per year or part thereof	no limit
			Degree Programme Director / Coordinator	5	per year or part thereof	no limit
			Member of a Technical-Scientific Committee of a degree programme	2	per year or part thereof	no limit
			Postgraduate Programme / MBA Coordinator	2	per year or part thereof	no limit
			Chair of working committees appointed by statutory bodies (6)	2	per year or part thereof	no limit
			Member of working committees appointed by statutory bodies (6)	1	per year or part thereof	no limit
	3.2 Other Activities	20	Coordinator of organising committees for national or international technical-scientific conferences	5	per conference	15
			Member of organising committees for national or international technical-scientific conferences	3	per conference	9
			Organisation of seminars	1	per conference	5
			Participation in international mobility programmes (e.g., Erasmus+)	2	per programme	6
			Participation in non-scientific examination panels (e.g., recruitment and selection panels for external	1	per panel	5

			organisations, panels for the award of the Specialist Title)			
P4 - Scientific and Pedagogical Project 15%	Scientific and Pedagogical Project	100	Assessment of a document submitted for the scientific and pedagogical development of the disciplinary area of the call for applications. The project shall clearly articulate the candidate's research areas, as well as their career development plan for the next five years, explicitly presenting the intended research agenda and links with international scientific networks. The project shall also include a concise presentation of a curricular unit, demonstrating the integration of research and teaching, its added value in relation to contemporary academic and professional contexts, and its implications for the sustainability of organisations and society. The project must not exceed 4,000 words, excluding references. The candidate is free to determine the format and structure of the document. The text must be written either in Portuguese or in English.			100

Notes:
(1) Details provided in Annex A.
(2) Candidates must provide evidence of their employment regime or the percentage of their appointment.
(3) Only Curricular Units taught within degree-awarding programmes and postgraduate programmes/MBAs shall be considered, provided that they are included in the Disciplinary Sub-Area (DSA).
(4) Candidates must specify the proportion of the syllabus covered by the material submitted in relation to the overall syllabus of the Curricular Unit.
(5) Where a different evaluation scale is used, the scores indicated shall be assigned according to the same ranking order and adjusted proportionally to that scale.
(6) Activities carried out by virtue of holding management positions shall not be scored.

Annex A - PROFESSIONAL ACTIVITIES IN THE SUBJECT AREA OF THE SELECTION PROCESS

PROFESSIONS	up to 5 years	from 5 to 15 years	more than 15 years
	Pts	Pts	Pts
Management Bodies:			
Board of Directors	10	15	20
Management	10	15	20
Supervisory Bodies:			
Statutory Auditor (ROC)	8	10	12

Chair of supervisory bodies	8	10	12
Members of supervisory bodies	6	8	10
Management Positions:			
Managing Director	10	15	20
Finance Director	8	13	18
Commercial Director	8	13	18
Marketing Director	8	13	18
Human Resources Director	8	13	18
Procurement Director	8	13	18
Quality / Environment / Occupational Health and Safety Director	8	13	18
Logistics Director	8	13	18
Production and Operations Director	8	13	18
Planning and Management Control Director	8	13	18
Other management positions in the subject area of the selection process	8	13	18
Bank Manager	8	13	18
Deputy Bank Manager	6	10	14
Client Account Manager	4	6	8
Other supervisory roles	4	6	8
Consultancy:			
Management Consultant	8	10	12
Human Resources Consultant	8	10	12
Technical Roles:			
Certified Accountant	6	8	10
Other roles in the field of Management	4	6	8
Senior executive trainer	4	6	8

Note: Unforeseen situations will be classified within the current professions taking into account the specificities presented and the required skills, provided they are considered within the competition area.