

Polytechnic of Leiria

Public Notice no. 1084/2019

1 – Under the terms of *ECPDESP* [statutes of the academic staff career], approved by Decree-Law no. 185/81, dated July 1<sup>st</sup>, amended by Decree-Laws no. 69/88, dated March 3<sup>rd</sup>, and 207/2009, dated August 31<sup>st</sup>, and by Law no. 7/2010, dated May 13<sup>th</sup>, and in accordance with the *Regulamento de Recrutamento e Contratação do Pessoal Docente de Carreira* [regulation on the recruitment and hiring of career academic staff] of the Polytechnic of Leiria, published in the *Diário da República*, 2<sup>nd</sup> series, no. 127, dated July 2<sup>nd</sup> 2010, the Order no. 10990/2010 makes public that, under an order issued in February 16<sup>th</sup> of 2018 by the President of the Polytechnic of Leiria, in accordance with a proposal of the Director of the School of Technology and Management of the Polytechnic of Leiria, a competition for the recruitment of a *Professor Coordenador* [professor], who will be given a public service contract of unspecified duration, in the field of Mechanical Engineering - Biomechanics, in the School of Technology and Management of the Polytechnic of Leiria, will be open for a period of thirty working days, starting from the date of publication of this Public Notice in the *Diário da República* – 1 place.

2 - Effectiveness: This competition is exclusively for filling the abovementioned place, and will finish when the admission is complete.

3 - Functional content of the category:

3.1 - According to article no. 2-A of *ECPDESP*, polytechnic higher education lecturers are responsible for providing the academic service that is assigned to them, and to guide and supervise students; to develop research, cultural creation or experimental development activities; to participate in development, scientific and technological dissemination, and economic and social knowledge valorisation tasks; and to participate in the management of their higher education institutions.

3.2 - Under the terms of article no.3(5) of *ECPDESP*, the *Professor Coordenador* is responsible for the pedagogical, scientific and technical coordination of the academic and research activities in a subject or scientific area, and namely to: conduct and teach theory, theory-practice and practice classes; supervise internships, seminars, and laboratory or field work; supervise the pedagogical, scientific and technical activities of the *Professores Adjuntos* [senior lecturers] of their specific subject or scientific area; cooperate with other *Professores Coordenadores* of the same scientific area in the coordination of programmes, teaching methodologies, and general research guidelines; develop scientific research and experimental development activities in their specific subject or scientific area.

4 - Salary (article no. 35(1) of *ECPDESP*): “The remuneration of career professors, and hired academic staff is established in a separate law.” - Decree-Law no. 408/89, dated November 18<sup>th</sup>, amended by Decree-Law no. 76/96, dated June 18<sup>th</sup>, Decree-Law no. 124/99, dated April 20<sup>th</sup>, and Decree-Law no. 373/99, dated September 18<sup>th</sup>.

5 - Admission requirements:

5.1 - Under the terms of article no. 17 of Law no. 35/2014, dated June 20<sup>th</sup>, and article no. 12-E of *ECPDESP*, only candidates who satisfy all of the following general requirements, up to the last day of applications’ submission, may apply:

- a) To be over the age of 18;
- b) Not to be inhibited from carrying out public service nor forbidden to carry out the functions for which they are applying;
- c) To have physical robustness, and the psychological profile required to carry out the functions for which they are applying;
- d) To have complied with the compulsory vaccination laws.

5.2 - According to article no. 19 of *ECPDESP*, only those who hold a Doctor’s degree or a title of specialist, in the competition’s area or a similar area, obtained at least five years before this competition, may apply. The specialist title indicated in article no. 19 of *ECPDESP* refers to the one specified in article no. 48 of Law no. 62/2017, dated September 10<sup>th</sup>, and Decree-Law no. 206/2009, dated August 31<sup>st</sup>.

5.3 - Candidates holding foreign qualifications must prove the recognition, equivalence or record of the Doctor’s degree, under the terms of the applicable legislation.

6 - Application procedure:

6.1 - Applications must be presented in person, or by mail (registered letter with return receipt requested), sent to the following address of the Polytechnic of Leiria: Rua General Norton de Matos, Apartado 4133, 2411-901 Leiria, until the date established for applications’ submission, as specified in no. 1 of this Public Notice.

6.2 - Applications are made by presenting a duly dated and signed competition admission request (form available at <http://www.ipleiria.pt/recursos-humanos/concursos>), addressed to the President of the Polytechnic of Leiria, which must include: full name, date of birth, gender, nationality, I.D. number, address, email, telephone number, academic qualifications, professional category and position currently held (if applicable), indication of the competition, the number of the Public Notice, with the reference of the *Diário da República* in which it was published, as well as a list of the documents sent with the request.

6.3 - Candidates must also send the following documents, properly numbered and identified:

- a) Photocopy of the academic and professional qualification certificates or other legally recognized document;

- b) Declaration, with a sworn statement, to be provided in the form indicated in no. 6.2 of this Public Notice, of their status regarding each of the conditions of a), b), c) and d) of 5.1 of this Public Notice;
- c) Documents attesting that the candidate meets the legal conditions referred in no. 5.2 and 5.3 (if applicable) of this Public Notice;
- d) 1 copy of the *curriculum vitae*, duly dated and signed, organized in accordance with the selection and seriation criteria, the assessment system, and final classification established in no. 7 of this Public Notice;
- e) 1 copy of the documents attesting the facts stated in the candidate's *curriculum vitae*;
- f) List with the exact identification of all documents provided (the name of each file), in a non-editable format.
- 6.4 - The candidate must provide a copy of the documents mentioned in d) and e) in a non-editable format (pdf), in a duly identified digital recording device (CD/DVD/PEN), making sure the files are readable and providing short file names.
- 6.5 - The documents must be presented in Portuguese, Spanish or English. Any document attesting the facts stated in the candidate's *curriculum vitae* or any work mentioned in the candidate's *curriculum vitae* which is written in a different language from the abovementioned must also be translated into Portuguese, Spanish or English.
- 6.6 - The non-presentation of the documents attesting the facts required in no. 5.1, 5.2 and 5.3 (if applicable) of this Public Notice, or the presentation after the period stipulated in no. 1, will lead to the exclusion of the application.
- 6.7 - The non-presentation of the documents related to the *curriculum vitae* of the candidate, or their presentation after the period stipulated in no. 1, will lead to the exclusion of those aspects.
- 6.8 - The presentation of false documents will lead to immediate exclusion from the competition, and those facts will be reported to the competent authority for purposes of criminal prosecution.
- 6.9 - The documents provided by candidates shall be returned upon request, one year after the termination of this competition, except in the event that the competition has been subject to judicial objection, in which case the documents may only be returned after the jurisdictional decision is made.
- 7 - Selection and seriation criteria, assessment system, and final classification (established under the terms of articles 11(2)(a) and 18(1)(l) and (m), and no. 2 and 3 of Order no. 10 990/2010):
- 7.1 - Technical and scientific and professional performance (TSPP), in which the following must be considered:
- 1) Participation in R&D projects, in the competition's area (PRDP);
  - 2) Scientific production, publications, and communications in national and international conferences, in the competition's area (SP);
  - 3) Supervision of works leading to academic qualifications, in the competition's area (SW);
  - 4) Participation in juries of works leading to academic qualifications, in the competition's area (PJ);
  - 5) Participation in juries of academic examinations (PJAE);
  - 6) Participation in juries and processes of higher education academic staff competitions (PJSC);
  - 7) Professional activities, considered relevant for the competition's area (PA);
- 7.1.1 - The classification to be awarded for this criterion represents 40% of the final classification, and is obtained by using the following formula:
- $$TPSS = 25\% PRDP + 30\% SP + 15\% SW + 10\% PJ + 10\% PJAE + 5\% PJSC + 5\% PA;$$
- The parameters should be evaluated as follows:
- 1) PRDP: For each full year of a research and/or development project or services to the community – 5 points. In case of non-full years, fractions of year shall be considered, considering the number of months.
  - 2) SP: Each book publication (as author), in the competition's area – 5 points; Each book chapter publication, in the competition's area – 4 points; Each publication in FCT accepted indexed international journals, in the competition's area – 3 points; Each communication in international conferences, which proceedings are indexed in the same systems, in the competition's area – 2 points.
  - 3) SW: Each Doctor's degree supervision – 5 points; Each Master's degree (dissertation, project or internship) supervision – 3 points; Each project supervision or undergraduate degree monograph, provided they are successfully defended – 2 points.
  - 4) PJ: Each participation in a jury for a Doctor's degree – 4 points; Each participation in a jury for a Master's degree (dissertation, project or internship) – 3 points; Each participation in a jury for an undergraduate degree project or monograph – 1 point.
  - 5) PJAE: Each participation, other than examiner of the jury, in examinations for a Doctor's degree or *Agregação* – 3 points; In examinations for the specialists title – 3 points; In examinations for a Master's degree (dissertation, project or internship) or pedagogical aptitude – 2 points; In examinations for an undergraduate degree project or monograph – 1 point.
  - 6) PJSC: Each participation as president of the jury – 2 points; As member of the jury – 1 point.
  - 7) PA, including scientific awards: Participation in research centres – 2 points per year; Participation in scientific societies – 2 points per year; Participation in scientific or technical commissions of normalization bodies or professional orders – 3 points per participation.

(Co)Edition of FCT accepted indexed national and international journals – 5 points per participation; revision of scientific articles in FCT accepted indexed national and international journals – 5 points per participation – 5 points per each 10 articles.

Participation in the organization of scientific events, as president or member of the organizing committee – 1 point per event.

Scientific awards – 2 points.

7.2 - Pedagogical skills (PS), in which the following must be considered:

1) Period as a higher education lecturer (PL);

2) Lectured and coordinated curricular units in undergraduate, Master, and post-graduate degrees, in the competition's area (LS);

3) Participation in the development or revision/adaptation of undergraduate, Master, and post-graduate degrees curricular units' programmes, in the competition's area (PSP);

4) Production of pedagogical material, in the competition's area (PPM).

7.2.1 - The classification to be awarded for this criterion represents 40% of the final classification, and is obtained by using the following formula:

$CP = 30\% PL + 40\% LS + 10\% PSP + 20\% PPM$ ;

The parameters should be evaluated as follows:

1) PL: Each full year teaching in higher education - 5 points.

2) LS: Each year teaching Master's degrees curricular units - 2 points; Each year teaching undergraduate degrees curricular units – 1.5 points; Each year teaching post-graduate degrees curricular units - 1 point; When the candidate is also the coordinator of the curricular unit, 0.5 points are added to the previous.

3) PSP: Development or revision/adaptation of undergraduate, Master, and post-graduate degrees curricular units' programmes, if the curricular unit is new or when the revision/adaptation includes more than 2/3 of the programme – 10 points per curricular unit.

4) PPM: Publication of textbooks – 8 points per publication; Set of presentations of a curricular unit – 4 points per curricular unit; Set of theory-practice or laboratory exercises of a curricular unit – 4 points per curricular unit. When the same set is used in more than one curricular unit, it shall only be considered once.

7.3 - Other relevant activities to the mission of the higher education institution, which have been developed by the candidate (RA), in which the following must be considered:

1) Participation in bodies or structures included in the statutes of higher education institutions (PB);

2) Head of department or similar structures (HD);

3) Coordination of undergraduate or Master's degrees (CUM);

4) Coordination and development of hands-on projects or activities, in the competition's area (CProj);

5) Member of management bodies or structures of duly recognized research units with positive evaluation (MRU).

7.3.1 - The classification to be awarded for this criterion represents 20% of the final classification, and is obtained by using the following formula:

$RA = 15\% PB + 25\% HD + 25\% CUM + 10\% CProj + 25\% MRU$ ;

The parameters should be evaluated as follows:

1) PB: Director of an institution – 12 points per year; Director of an organizational unit (except research units, which are considered in point 5) – 10 points per year; President of other bodies – 5 points per year; Member of other bodies, which are not considered in the following points – 3 points per year.

2) HD: Each year of coordination - 10 points.

3) CUM: Each year of coordination - 10 points.

4) CProj: Each participation – 6 points.

5) MRU: Director of a research unit – 8 points per year; Participation in other management bodies of a research unit - 4 points per year.

7.4 – All criteria shall be assessed in a scale of 0 to 100 points; when a candidate has more than 100 points in a subcriterion, the candidate with the highest score shall be given 100 points, and the remaining candidates shall have a proportionally calculated classification.

7.5 - When candidates meet the conditions referred in article no. 26 of Order no. 10 990/2010, the jury should also take that article's provisions into account in its justified assessment.

7.6 - Final classification (FC), in a scale of 0 to 100 points, is obtained by using the following formula:

$FC = 40\% TSPP + 40\% PS + 20\% RA$ .

7.7 - All results are presented rounded to one decimal place.

7.8 - Candidates are considered approved with absolute merit, when they hold a *curriculum vitae* that the jury considers to have scientific, and pedagogical merit, with the development of other activities considered relevant for the higher education institution's mission (compatible with the competition's area), and meet at least all of the following requirements:

i) 12 peer-reviewed scientific publications in Mechanical Engineering – Biomechanics, indexed in the Science Citation Index Expanded of ISI Web of Science or SCI Verse of SCOPUS.

ii) Participation in at least 5 technological research and development and innovation projects, in the competition's area, funded by public funds through national or international agencies or by companies.

iii) Lectured and coordinated curricular units, in the competition's area.

7.9 - In case of tie, after the final classification is calculated, the jury will successively use the following criteria:

a) Best classification in TSPP, and, if the tie remains,

b) Best classification in RA.

8 - Public hearing: After receiving the applications, the jury may decide to hold public hearings, under the terms of article no. 28(4) of Order no. 10 990/2010. In this case, the public hearings shall take place between the 20<sup>th</sup> and 70<sup>th</sup> day after the deadline for the applications, and all candidates shall be informed with a five-day notice of the date and place of the public hearings.

9 - Members of the jury (appointed under the terms of articles no. 9 and 10 of Order no. 10 990/2010):

President: João Paulo dos Santos Marques, Professor appointed under the terms of article no. 23(1)(a) of *ECPDESP*.

Permanent members:

Paulo Rui Alves Fernandes, Assistant Professor of the University of Lisbon;

Luís Manuel Ferreira Roseiro, Professor of the Polytechnic of Coimbra;

Paulo Alexandre Gonçalves Piloto, Professor of the Polytechnic of Bragança;

Carlos Fernando Couceiro de Sousa Neves, Professor of the Polytechnic of Leiria;

Maria Leopoldina Mendes Ribeiro de Sousa Alves, Professor of the Polytechnic of Leiria.

Substitute members:

João Orlando Marques Gameiro Folgado, Assistant Professor of the University of Lisbon;

João Manuel Ribeiro da Silva Tavares, Assistant Professor of the University of Porto.

10 - 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.

11 - The present competition will also be published in BEP (public employment pool), in the website of the Science and Technology Foundation I.P. (FCT), both in Portuguese and English, and in the website of the Polytechnic of Leiria, also in Portuguese and English, under the terms of article no.29-B of *ECPDESP*.

(This Public Notice has been approved under the terms of Dispatch no. 6104/2018, dated May 21<sup>st</sup>, published in the *Diário da República*, 2<sup>nd</sup> Series, no. 118, in June 21<sup>st</sup> of 2018.)

---26<sup>th</sup> August of 2019 - President of the Polytechnic of Leiria, Rui Filipe Pinto Pedrosa.