

POLYTECHNIC OF LEIRIA

Public Notice no. 202/2020

1 – Under the terms of *ECPDESP* [statutes of the academic staff career], approved by Decree-Law no. 185/81, dated July 1st, amended by Decree-Laws no. 69/88, dated March 3rd, and 207/2009, dated August 31st, and by Law no. 7/2010, dated May 13th, 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*, 2nd series, no. 127, dated July 2nd 2010, the Order no. 10990/2010 makes public that, under an order issued in October 24th of 2018 by the President of the Polytechnic of Leiria, Professor Rui Filipe Pinto Pedrosa, in accordance with a proposal of the Director of the School of Arts and Design of the Polytechnic of Leiria, a competition for the recruitment of one *Professor Coordenador* [professor], who will be given a public service contract of unspecified duration, in the field of Materials Science and Engineering – Ceramics and Glass, in the School of Arts and Design 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 18th, amended by Decree-Law no. 76/96, dated June 18th, Decree-Law no. 124/99, dated April 20th, and Decree-Law no. 373/99, dated September 18th.

5 - Admission requirements:

5.1 - Under the terms of article no. 17 of Law no. 35/2014, dated June 20th, 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. 62/20017, dated September 10th, and Decree-Law no. 206/2009, dated August 31st.

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 (when applicable) of this Public Notice;

d) 1 copy of the *curriculum vitæ*, 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 vitæ*;

f) List with the exact identification of all documents provided (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); The candidate must make sure the files are readable and provide 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 vitæ* or any work mentioned in the candidate's *curriculum vitæ* 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 (when 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 vitæ* 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:

- a) Participation in R&D projects, in the competition's area (PRDP);
- b) Scientific production: National and international publications, communications, and conferences, as well as author or co-author of books or textbooks, or the respective book chapters or texts (SP);
- c) Supervision and co-supervision of works for Post-Doctoral degrees, Doctor's degrees, Master's degrees, and other courses leading to academic degrees, in the competition's area (SW);
- d) Participation in academic examination and final degree projects juries (PJ);
- e) Participation in external degree assessment commissions, technical groups, conferences' scientific organization teams, and national and international exhibitions' committees, in the competition's area (SOT);
- g) Relevant professional experience, in the competition's area (PE);
- e) Industrial property, as inventor or co-inventor (IP).

7.1.1 - The classification to be awarded for this criterion represents 30% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$TSP = (PRDP + SP + SW + PJ + SOT + PE + IP)$$

The parameters should be evaluated as follows:

PRDP: Participation in R&D projects, in the competition's area, with a maximum of 15 points, as follows:

- a) Each participation as principal investigator in a R&D project, in the competition's area — 4 points;
- b) Each participation as member of another R&D project, in the competition's area — 2 points.

The application of the abovementioned paragraphs is not cumulative.

SP: Scientific production and its dissemination to the scientific community, in the competition's area, with a maximum of 25 points, as follows:

- a) Each scientific article in an international journal — 1.5 points;
- b) Each scientific article published in the proceedings of a national journal, conference, or scientific meeting — 1 point;
- c) Each oral presentation or participation in a conference panel, communication in a scientific meeting or seminar, or presented poster — 0.75 points;
- d) Each book or textbook as author or co-author — 2 points;
- e) Each book chapter or text as author or co-author — 1 point.

SW: Supervision or co-supervision of works for Post-Doctoral degrees, Doctor's degrees, Master's degrees, and other courses leading to academic degrees, in the competition's area, with a maximum of 10 points, as follows:

- a) Each completed supervision or co-supervision of Post-Doctoral and/or Doctor's degrees thesis — 2 points;
- b) Each completed supervision or co-supervision of Master's degrees dissertations, projects or final reports — 0.75 points;
- c) Each completed supervision or co-supervision of undergraduate degrees final projects, including internships — 0.5 points.
- d) Each participation, as scientific supervisor, during the candidate's teaching professional path — 0.5 points.

PJ: Participation in academic examination and final degree projects juries, in the competition's area, with a maximum of 5 points, as follows:

- a) Each participation in an academic examination jury of a thesis leading to a Doctor's degree — 0.75 points;
- b) Each participation in an academic examination jury of a dissertation leading to a Master's degree — 0.5 points;
- c) Each participation in an academic examination jury of an undergraduate degree project — 0.25 points;
- d) Each participation in a public examination jury for hiring a *professor adjunto or assistente*, under *ECPDESP*, or the corresponding university career — 0.25 points.

SOT: Participation in external degree assessment commissions, technical groups, conferences' scientific organization teams, and national and international exhibitions' committees, in the competition's area, with a maximum of 5 points, as follows:

- a) Each participation in external degree assessment commissions, in the competition's area — 2 points;
- b) Each participation in technical work groups, in the competition's area — 1.5 points;
- c) Each participation in international exhibitions' committees, in the competition's area — 0.5 points;
- d) Each participation in the scientific organization of a conference, seminar or similar activity, in the competition's area — 0.25 points;

PE: Relevant professional experience, in the competition's area, with a maximum of 10 points, as follows:

- a) Each year of professional experience in the competition's industrial area — 2.5 points.

IP: Industrial property, as inventor or co-inventor, in the competition's area, with a maximum of 30 points, as follows:

- a) Each industrial property registration of a patent, as inventor or co-inventor — 3 points;
- b) Each industrial property registration of an utility model, as inventor or co-inventor — 1 point;

c) Each industrial property registration of a design or model, as creator or co-creator — 0.25 points.

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

- a) Lecturing activities, in the competition's area (LA);
- b) Main lecturer or coordinator of curricular units, and participation in the development of curricular units' programmes, in the competition's area (CCU);
- c) Other pedagogical activities (OPA).

7.2.1 - The classification to be awarded for this criterion represents 40% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$PS = (LA + CCU + OPA)$$

The parameters should be evaluated as follows:

LA: Lecturing activities, in the competition's area, with a maximum of 70 points, as follows:

- a) Each year of professional experience and dedication to teaching (complete years as full-time lecturer) — 2.5 points;
- b) Each different lectured curricular unit, in the competition's area, during the candidate's teaching professional path — 1 point.

CCU: Main lecturer of curricular units, and participation in the development of curricular units' programmes, in the competition's area, with a maximum of 20 points, as follows:

- a) Each different coordinated curricular unit, in the competition's area, during the candidate's teaching professional path — 1 point;
- b) Each different curricular unit, in the competition's area, for which the candidate has been responsible for the development of the programme, during their teaching professional path — 1 point.

OPA: Other pedagogical activities, with a maximum of 10 points, as follows:

- a) Each participation in work teams to create new post-secondary courses, or undergraduate, Master's or Doctor's degrees, or to improve or review the curriculum of higher education degrees, which include curricular units in the competition's area — 1 point;
- b) Each extension academic activity in companies, in the competition's area — 0.5 points;
- c) Each pedagogical activity, which is considered relevant in the competitions' area, such as organization and development of study trips, organization or lecturing of extension activities in non-higher education professional institutions, or participation in pedagogical or professional aptitude examination juries in professional non-higher education institutions — 0.25 points.

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:

- a) Participation in management bodies and/or presidency of scientific and pedagogical

- management bodies, as well as other bodies or structures of the school or institution (MBP);
- b) Participation as member of scientific and pedagogical management bodies, representatives' council, or other bodies or structures of the school or institution (MSP);
- c) Course coordination, head of department, or participation in scientific and pedagogical degree commissions (CC);
- d) Coordination, responsibility or development of projects, seminars or similar activities, or spaces, considered relevant for the mission of the higher institution, in the competition's area (CP);
- e) Each participation in a jury for the selection and seriation of candidates to higher education (JSS).

7.3.1 - The classification to be awarded for this criterion represents 30% of the final classification, with a maximum of 100 points, and is obtained by using the following formula:

$$RA = (MBP + MSP + CC + CP + JSS)$$

The parameters should be evaluated as follows:

MBP: Participation in management bodies and/or presidency of scientific and pedagogical management bodies, as well as other bodies or structures of the school or institution, with a maximum of 35 points, as follows:

- a) Each year as president or director of a higher education institution or its organic units – 6 points;
- b) Each year as vice-president or subdirector of a higher education institution or organic units –4 points;
- c) Each year as president of other management bodies of the institution or its organic units, such as the Scientific Board, Technical and Scientific Board, Pedagogical Board, or Representatives' Council — 3 points.

MSP: Participation as member of scientific and pedagogical management bodies, representatives' council, or other bodies or structures of the school or institution, with a maximum of 35 points, as follows:

- a) Each year as secretary of bodies of the institution or its organic units, such as the General Council, Scientific Board, Technical and Scientific Board, Pedagogical Board, or Representatives' Council — 1.5 points;
- b) Each year as member of bodies of the institution or its organic units, such as the General Council, Scientific Board, Technical and Scientific Board, Pedagogical Board, or Representatives' Council — 1 point.

CC: Course coordination, head of department, or participation in scientific and pedagogical degree commissions, with a maximum of 20 points, as follows:

- a) Each year as course coordinator or head of department — 1.5 points;
- b) Each year of participation in scientific and/or pedagogical degree commissions — 1 point.

CP: Coordination, responsibility or development of projects, seminars or similar activities, or spaces, considered relevant for the mission of the higher institution, in the competition's area, with a maximum of 5 points, as follows:

- a) Coordination, responsibility or development of projects, seminars or similar activities, considered relevant, in the competition's area — 0.5 points;
- b) Each year of responsibility for workshops or laboratories, in the competition's area — 1 point.

In this paragraph, the jury shall only consider elements which have not been considered in TSPP.

JSS: Each participation in a jury for the selection and seriation of candidates to higher education, with a maximum of 5 points, as follows:

- a) Each participation in a jury for the selection and seriation of candidates to higher education — 0.5 points.

7.4 - 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.

7.5 - Final classification (FC), in a scale of 0 to 100 points, is obtained by using the following formula: $FC = (0.30 \text{ TSPP} + 0.40 \text{ PS} + 0.30 \text{ RA})$. Candidates who have a final classification equal or above 50 points are considered approved with absolute merit; candidates who have a classification lower than 50 points are considered non-approved.

All results are presented rounded to one decimal place.

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

- a) Best classification in MSP;
- b) If the tie remains unresolved, then the best classification in CC.

In case of tie, when applying these criteria, the maximum limits/values previously indicated shall not be considered, either for the criteria as a whole, as for the maximum points for each parameter.

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 20th and 70th 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:

President – José Carlos Rodrigues Gomes, Pro-President of the Polytechnic of Leiria, appointed under the terms of article no. 23(1)(a) of *ECPDESP*, and article 10(1)(a) of Order no. 10 990/2010.

Permanent members:

Rui Ramos Ferreira da Silva, Associate Professor of the Department of Materials and Ceramic Engineering of the University of Aveiro;

Maria Helena Figueira Vaz Fernandes, Associate Professor of the Department of Materials and Ceramic Engineering of the University of Aveiro;

João Paulo Pereira de Freitas Coroado, Professor of the School of Technology of the Polytechnic Institute of Tomar;

Maria Leopoldina Mendes Ribeiro Sousa Alves, Professor of the School of Technology and Management of the Polytechnic of Leiria;

Carlos Alexandre Bento Capela, Professor of the School of Technology and Management of the Polytechnic of Leiria.

Substitute member:

Fátima Maria Carvalhinhos Barreiros, Professor of the School of Technology and Management of the Polytechnic of Leiria.

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*.

The present notice was approved by Order n.º 6104/2018, of may 21st, published in the *Diário da República*, 2nd series, 118, June 21, 2018.

20th January of 2020 - Vice-President of the Polytechnic of Leiria, Rita Alexandra Dias Cadima.