

Polytechnic of Leiria

Public Notice no. 1086/2019

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 April 9<sup>th</sup> of 2019 by the Vice-president of the Polytechnic of Leiria, Professor Rita Alexandra Cainço Dias Cadima (in substitution of the President, under article no. 42 of the *Código do Procedimento Administrativo*, and Dispatch no. 6104/2018, published in *Diário da República*, 2<sup>nd</sup> series, no. 118, dated June 21<sup>st</sup> of 2018), 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 Electrical and Electronic Engineering – Energy and Automation, 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.

3.3 — This competition is opened under the contract-programme *CEECINST/00051/2018* of the Institutional Call to Scientific Employment Stimulus 2018 of the *Fundação para a Ciência e a Tecnologia*, and thus the hired professor shall integrate the Leiria Branch of the Institute for Systems Engineering and Computers of Coimbra (INESC Coimbra – Leiria Branch) -, and cannot be given more than six teaching hours during six years of contract.

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.

5.3.1 — Candidates are not obliged to present the proof of recognition or equivalence of the foreign degree or diploma at this stage, under article no. 25 of Decree-Law no. 66/2018, dated August 16<sup>th</sup>, which approved the legal regime for recognition of higher education academic degrees and diplomas granted by foreign institutions.

5.3.2 — The recognition or equivalence of the foreign degree or diploma which is not provided in the application shall be presented during the establishment of the contract, in a deadline established by the human resources division of the Polytechnic of Leiria. The non-presentation of that document until the deadline will prevent the successful candidate from being hired, under the terms of article no. 33(a) of 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, except when the non-presentation is due to a motive that cannot be imputed to the successful candidate.

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 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*, which must include the results of the questionnaires to assess pedagogical performance (when applicable);
- f) 1 copy of the scientific and pedagogical work and career development plan for the next six years, specifying how they may contribute to the progress and development of the competition's area, aligned with the mission of the School of Technology and Management of the Polytechnic of Leiria; the scientific part shall also consider the mission of the Institute for Systems Engineering and Computers of Coimbra (INESC Coimbra – Leiria Branch);
- g) 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), e) and f) 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 and 5.2 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) Scientific production (SP);
- 2) Participation in R&D projects (PRDP);
- 3) Intervention in the scientific community (ISC);
- 4) Professional activities (PA);
- 5) Scientific potential (SPot);

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:

$TSPP = 40\% SP + 20\% PRDP + 15\% ISC + 10\% PA + 15\% SPot$ ;

The parameters should be evaluated as follows:

- 1) SP, considering its quality and quantity, in the competition's area or a similar area, namely concerning books, articles in journals, communications in conferences, considering the number and type of publications, as well as the scientific community's recognition.
- 2) PRDP, considering the candidate's previous experience, in the competition's area or a similar area, and their potential to participate, in a constructive and productive way, in national and international funded projects.
- 3) ISC, considering the candidate's ability to intervene in the scientific community, in the competition's area or a similar area, namely through the development of organizational and management tasks related to scientific activities, participation as editor or co-editor of journals, participation in the assessment of articles for journals and communications in congresses, presentation of talks as guest, supervision and participation in juries of works leading to academic qualifications, participation in academic juries, consulting activities, as well as other merit activities.
- 4) PA, considering the duration and level of responsibilities of the duties, in the competition's area or a similar area.
- 5) Spot, considering the candidate's ability to provide relevant scientific production, aligned with the mission of the School of Technology and Management of the Polytechnic of Leiria, and the Leiria Branch of the Institute for Systems Engineering and Computers of Coimbra (INESC Coimbra – Leiria Branch), namely regarding the presented work and career development plans.

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

- 1) Teaching activities (TA);
- 2) Guidance and supervision activities (GSA);
- 3) Coordination of pedagogical projects (CPP);
- 4) Production of pedagogical projects (PPP);
- 5) Pedagogical innovation (PI);

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:

$$PS = 35\% TA + 25\% GSA + 10\% CPP + 15\% PPP + 15\% PI;$$

The parameters should be evaluated as follows:

- 1) TA, considering lectured and coordinated curricular units in TeSP, undergraduate, post-graduate or Master's degrees, in the competition's area or a similar area, namely concerning the extension and quality of the lecturing and coordination, when possible using objective methods based on pedagogical questionnaires.
- 2) GSA, considering student guidance, tutoring and supervision activities, in the competition's area or a similar area, namely those concerning final degree projects, curricular and extracurricular internships, and work-related training supervision.
- 3) CPP, considering the coordination and promotion of pedagogical projects, in the competition's area or a similar area (i.e. development of new programmes for curricular units, creation and coordination of new degrees or study programmes...), or revision and improvement of existing projects (i.e. revision of existing programmes for curricular units, participation in the reorganization of existing degrees or study programmes).
- 4) PPP, considering its quality and quantity, as well as the relevance and impact of pedagogical publications, awards or other distinctions, in the competition's area or a similar area.
- 5) PI, considering the candidate's intervention in the community, namely in organizational and management activities, related to pedagogical activities and knowledge dissemination, and in general all activities that show the candidate's ability to perform their duties regarding pedagogical innovation in a very relevant way, aligned with the mission of the School of Technology and Management of the Polytechnic of Leiria, namely regarding the presented work and career development plans.

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 TeSP, undergraduate or Master's degrees (CTUM);
- 4) Coordination and development of knowledge transfer and valorisation projects or activities, in the competition's area (CProj).

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:

$$RA = 25\% PB + 25\% HD + 20\% CTUM + 30\% CProj;$$

7.4 — All subcriteria shall be assessed in a scale of 0 to 100 points.

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.

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

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

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

7.8 — Candidates are considered approved with absolute merit when they meet all of the following requirements:

- a) 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);
- b) Peer-reviewed scientific publications, included in 1<sup>st</sup> quarter journals, in the competition's area;
- c) Lectured and coordinated curricular units, in the competition's area;
- d) Director or subdirector of a teaching or research organizational unit, head of department (or similar structures), or course coordination, in the competition's area.

7.9 — In case of tie, after the final classification is calculated, the jury will use the following criteria: best classification in TSPP.

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 – José Carlos Rodrigues Gomes, Pro-president of the Polytechnic of Leiria, appointed under the terms of article no. 23(1)(a) of *ECPDESP*.

Permanent members:

António Manuel Oliveira Gomes Martins, Professor of the Faculty of Sciences and Technology of the University of Coimbra;

Manuel António Cerqueira da Costa Matos, Professor of the Faculty of Engineering of the University of Porto;

Sérgio Manuel Maciel de Faria, Full Professor of the School of Technology and Management of the Polytechnic of Leiria;

Luís Miguel Pires Neves, Professor of the School of Technology and Management of the Polytechnic of Leiria;

Paulo José Gameiro Pereirinha, Professor of the Coimbra Institute of Engineering of the Polytechnic of Coimbra.

Substitute members:

João Francisco Alves Martins, Associate Professor of the Faculty of Sciences and Technology of the NOVA University of Lisbon;

Luís Miguel de Oliveira Pegado de Noronha e Távora, 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*.

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