

Polytechnic of Leiria

Public Notice No. 412/2020

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 July 25th of 2019 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 Technology and Management of the Polytechnic of Leiria, a competition for the recruitment of one *Professor Adjunto* [senior lecturer], who will be given a public service contract of unspecified duration, in the field of Mechanical Engineering – Mechanical Constructions, 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(4) of *ECPDESP*, the *Professor Adjunto* [senior lecturer] is responsible for cooperating with the *Professores Coordenadores* [professors] within the scope of a subject or scientific area, and, specifically, to: conduct and teach theory, theory-practice and practice classes; supervise internships, seminars, and laboratory or field work; manage, and develop scientific research and experimental development activities, following previously established guidelines on the subject or scientific area; cooperate with other lecturers of the subject or scientific area in the coordination of the programme, teaching methodologies, and general research guidelines.

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. 17 of *ECPDESP*, only those who hold a Doctor's degree or a title of specialist, in the competition's area or a similar area, may apply. The specialist title indicated in article no. 17 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*; the candidate shall include the results of the pedagogical performance assessment surveys (when applicable);

f) 1 copy of the scientific and pedagogical work and career development plan for the next five years, specifying how the candidate 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;

g) List with the exact identification of all documents provided, in a non-editable format (index or list with the name of each file in their order of presentation).

6.4 - The candidate must provide a copy of the documents mentioned in d) and f) 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 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 (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 vitae* of the candidate 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 – Approval with absolute merit: Candidates are considered approved with absolute merit when they present a global *curriculum vitae* that the jury considers to have scientific, and pedagogical merit, with the development of other activities considered relevant for the mission of the higher education institution, in the competition's area, and when they meet at least the following requirements:

- a) Author or co-author of 6 peer-reviewed scientific publications, indexed in one of the systems accepted by FCT, in the competition's area;
- b) Participation in at least 2 research or technological development and innovation projects, in the competition's area, funded on a competitive basis by public funds through national or international agencies or funded by companies;
- c) Lectured curricular units or professional trainings (for employed professionals), in the competition's area.

7.2 – Seriation of candidates approved with absolute merit (relative merit): Seriation (relative merit) of candidates is made by applying the following criteria, in the terms indicated:

7.2.1- Technical and scientific and professional performance (TSPP), in which the following must be considered:

- 1) Scientific production (SP);
- 2) Future technical and scientific perspectives (FTSP);
- 3) Participation in R&D projects (PRDP);
- 4) Intervention in the scientific community (ISC);
- 5) Professional activities (PA).

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

$$\text{TSPP} = 30\% \text{ SP} + 10\% \text{ FTSP} + 25\% \text{ PRDP} + 25\% \text{ ISC} + 10\% \text{ PA};$$

As follows:

1) Scientific production (SP), which assesses the quality and quantity of the scientific production in the competition's area, namely books, articles in journals, communications in conferences, both in number and type of publications, as well as the recognition given by the scientific community, as follows:

- a) Publication (as author or co-author) of books in the competition's area, 5 points per publication;
- b) Book chapters in the competition's area, 4 points per publication;
- c) Publications in national or international journals, indexed in one of the systems accepted by FCT, in the competition's area, 3 points per publication;
- d) Communications in international conferences, with proceedings indexed in the same systems, in the competition's area, 2 points per communication;
- e) Communications in national conferences, with proceedings indexed in the same systems, in the competition's area, 1 point per communication.

2) Future technical and scientific perspectives (FTSP), which assesses the candidate's capacity to have a relevant scientific production in the future, aligned with the mission of the School of Technology and Management of the Polytechnic of Leiria, namely considering the work and career development plan presented by the candidate, specifying how they may contribute to the progress and development of the competition's area, as follows:

The jury shall grant a classification in a scale from 0 to 100 points, after an individualized analysis of the documents presented by the candidate, taking into consideration if their content is clear, has quality and is up-to-date, considering its relevance to the mission of the institution.

3) Participation in R&D projects (PRDP), which assesses the candidate's previous experience in the competition's area, and their potential to participate, in a constructive and prolific way, in national and international funded projects, as follows:

For each full year of each R&D project and R&D service rendering activities, 5 points (fractions of year are considered in months); Candidates' shall have a 2 points addition if they are responsible for the project, or 1 point if they are responsible for a significant and independent part of the project (subproject or similar).

4) Intervention in the scientific community (ISC), which assesses the candidate's capacity to intervene in the scientific community in the competition's area, namely the development of organizational and management activities related to scientific activity, 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 examination of works leading to an academic degree, participation in academic juries, consulting activities, and other activities of recognized merit, as follows:

- a) Participation in the organization of scientific events, as president or member of the organizing committee, 1 point per event;
- b) Participation in research units, 2 points per year;
- c) Participation in scientific societies, 2 points per year;
- d) (Co)Editor of national or international journals, indexed in one of the systems accepted by FCT, 5 points per participation;
- e) Revision of scientific articles in national or international journals, indexed in one of the systems accepted by FCT, 5 points per each 10 articles;

f) Presentation of talks as guest, 1 point per participation;

g) Supervision of works leading to an academic degree, in the competition's area, as follows: Each supervision of a thesis leading to a PhD, 5 points; Each supervision of a work leading to a Master's degree (dissertation, project or internship), 3 points; Each supervision of a project or monograph leading to an undergraduate degree, 2 points; Only supervisions of works successfully defended are considered;

h) Participation as examiner of works leading to an academic degree, in the competition's area, as follows: Each participation as examiner of a thesis leading to a PhD, 4 points; Each participation as examiner of a work leading to a Master's degree (dissertation, project or internship), 3 points; Each participation as examiner of a project or monograph leading to an undergraduate degree, 1 point;

i) Participation in juries of academic examinations, as follows: Each participation, not as supervisor: PhD or *Agregação*, 3 points; specialist's title, 3 points; Master's degrees (dissertation, project or internship), or pedagogical aptitude, 2 points; project or monograph leading to an undergraduate degree, 1 point;

j) Consulting activities which have not been considered in other points, and other activities that the jury considers to have merit, 1 point per activity.

5) Professional activities (PA), which assesses the candidate's capacity to interact with the industry and other public and private entities, namely the participation in technology transfer and knowledge valorisation works or activities, consulting, or other activities considered relevant for the competition's area that clearly reveal the interaction between academy and industry, concerning the duration and level of responsibilities of the tasks, as follows:

a) Participation in R&D projects, service rendering or consulting activities in cooperation with industry or entities from the civil society, which have not been considered in other points, in the competition's area, as follows: Each full year of each R&D project, service rendering or consulting activities, 5 points; Candidates' shall have a 2 points addition if they are responsible for the project, or 1 point if they are responsible for a significant and independent part of the project (subproject or similar);

b) Participation in scientific or technical committees of standardization bodies or professional orders, 2 points per year of participation;

In this subcriterion fractions of year are considered in months. Occasional participations shall receive 1 or 0.5 points, according to the analysis of the jury regarding their interest, duration and qualification.

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

1) Lecturing activities (LA);

2) Supervision and guidance activities (SGA);

3) Pedagogical material production (PMP);

4) Pedagogical innovation (PI).

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

$$PS = 30\% LA + 35\% SGA + 25\% PMP + 10\% PI;$$

As follows:

1) Lecturing activities (LA), which assesses the candidate's experience in lecturing Master's degrees, post-graduate degrees, undergraduate degrees, TeSP, or other post-secondary courses (e.g. CET) curricular units, as well as continuous training for employed professionals, in the competition's area, considering the extension and quality of the lecturing, using whenever possible objective methods such as pedagogical surveys, as follows:

a) Time as lecturer in higher education, as follows: 5 points per each full year lecturing in higher education;

b) Lecturing and coordination of different subjects and curricular units in TeSP, undergraduate degrees, post-graduate degrees, and Master's degrees, in the competition's area, as follows: 2 points per each Master's degree's curricular unit; 1.5 points per each undergraduate degree's curricular unit; 1 point per each postgraduate degree or TeSP curricular unit; Candidates' shall have a 0.5 points addition per each different curricular unit if they also coordinate the curricular unit; When there are pedagogical surveys or similar data, candidates' shall have an addition of points to each different curricular unit, calculated from the average of all assessed years, as follows: 1 point if the average is higher than 4/5; 0.5 points if the average is higher than 3/5 and lower or equal to 4/5; and 0 points if the average is lower or equal to 3/5.

2) Supervision and guidance activities (SGA), which assesses students' supervision, tutoring and guidance activities performed by the candidate in the competition's area, namely the supervision of final degree projects, curricular and extracurricular internships, and on-the-job training, as follows:

a) Each final project or similar work supervision, which has not been considered in other points, 2 points;

b) Each internship, on-the-job training, or other activities considered relevant by the jury, 1 point per activity.

3) Pedagogical material production (PMP), which assesses the quality and quantity of the pedagogical material produced by the candidate, in the competition's area, considered relevant by the jury, as follows:

a) Publication of didactic books, 8 points per publication;

b) Set of publications of a curricular unit, 4 points per curricular unit;

c) Set of theory-practice or laboratory exercises of a curricular unit, 4 points per curricular unit.

If the set is used in more than one curricular unit, it shall only be considered once.

4) Pedagogical innovation (PI), which assesses the candidate's intervention in the community, namely organizational and management tasks related to pedagogical activity and knowledge dissemination, as well as awards or other honours, and also, in general, all activities that reveal the candidate's capacity to have a very relevant performance in the future in terms of pedagogical innovation, aligned with the mission of the School of Technology and Management of the Polytechnic of Leiria, considering the work and career development plan presented by the candidate, which must specify how they may contribute to the progress and development of the competition's area, as follows: The jury shall grant a classification in a scale from 0 to 100 points, after an individualized analysis of the documents presented by the candidate, taking into consideration if their content is clear, has quality and is up-to-date, considering its relevance to the mission of the institution.

7.2.3 - 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 the organization of technical and scientific and pedagogical events, which have not been considered in other points (OE);
- 2) Course coordination of Master's degrees, post-graduate degrees, undergraduate degrees, TeSP, or other post-secondary courses (e.g. CET), in the competition's area (CC);
- 3) Organization of academic or extracurricular activities with economic agents, in the competition's area (OA).

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

$$RA = 40\%OE + 40\% CC + 20\%OA;$$

As follows:

- 1) Participation in the organization of technical and scientific and pedagogical events, which have not been considered in other points (OE), as follows: Participation as president or member of the organizing committee, 1 point per event;
- 2) Course coordination of Master's degrees, post-graduate degrees, undergraduate degrees, TeSP, or other post-secondary courses (e.g. CET), in the competition's area (CC), 4 points per year of coordination. Periods of less than a year are considered proportionally in months;
- 3) Organization of academic or extracurricular activities with economic agents, in the competition's area (OA), 1 point per activity.

7.2.4 - 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.

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

$$FC = (0.40 TSPP + 0.40 PS + 0.20 RA).$$

7.2.6 – All subcriteria assessed in the selection and seriation criteria are graded in a numerical scale from 0 to 100 points.

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

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

- a) Best classification in TSPP;

If the tie remains unresolved,

- b) Best classification in PS.

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

Permanent members:

José António Martins Ferreira, Professor, University of Coimbra, Faculty of Sciences and Technology, Department of Mechanical Engineering;

Luís Filipe Pires Borrego, Professor, Polytechnic of Coimbra, ISEC - Coimbra Institute of Engineering, Department of Mechanical Engineering;

João Paulo Davim Tavares da Silva, Associate Professor (with *Agregação*), University of Aveiro, Department of Mechanical Engineering;

Carlos Fernando Couceiro de Sousa Neves, Professor, Polytechnic of Leiria, School of Technology and Management, Department of Mechanical Engineering;

Maria Leopoldina Mendes Ribeiro de Sousa Alves, Professor, Polytechnic of Leiria, School of Technology and Management, Department of Mechanical Engineering.

Substitute members:

José Domingos Moreira da Costa, Associate Professor (with *Agregação*), University of Coimbra, Faculty of Sciences and Technology, Department of Mechanical Engineering;

Fátima Maria Carvalhinhas Barreiros, Professor, Polytechnic of Leiria, School of Technology and Management, Department of Mechanical Engineering.

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*.

8th of February of 2020. - President, Rui Filipe Pinto Pedrosa.