

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 on January 28th of 2020 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 one *Professor Adjunto* [senior lecturer], who will be given a public service contract of unspecified duration, in the field of Mechanical Engineering – Combustion, in the School of Technology and Management, 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 are made by filling a request addressed to the President of the Polytechnic of Leiria, and may be delivered in person at the Central Services of the Polytechnic of Leiria - Expedient and Archive Office, or sent by mail (registered letter with return receipt requested) 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. Applications sent by email will not be accepted.

6.2 - Applications are made by presenting a duly dated and signed competition admission request in paper (form available at <http://www.ipleiria.pt/recursos-humanos/concursos/>), 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:

- a) Documents attesting that the candidate meets the requirements referred in no. 5.1 of this Public Notice; these documents are not required, provided that the candidate declares, with a sworn statement, in the admission form that they meet those requirements. The documents must however be presented by the selected candidate for this position;
- b) Copy of the certificates attesting academic qualifications or the specialist's title, under no. 5.2 of this Public Notice;
- c) Documents attesting that the candidate meets the conditions referred in no. 5.3 (when 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) 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, and in the scientific component, also aligned with the mission of the research unit ADAI – Association for the Development of Industrial Aerodynamics [delegation of the Polytechnic of Leiria];
- g) List with the exact identification of all documents provided.

6.4 - The candidate must provide a copy of the documents mentioned in no. 6.3 in a duly identified digital recording device (CD/DVD/PEN), and must make sure the files are readable.

6.5 – The documents indicated in the previous point must be presented in Portable document format (PDF), preferably PDF/A, unless the document to be presented cannot assume that format; The name of the files must be short, and may not include any of the following characters: /, \, |, :, *, ?, ", (less-than), and (greater-than).

6.6 - 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.

6.7 - 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.

6.8 - The non-presentation or illegibility of the documents related to the *curriculum vitae* of the candidate will lead to the exclusion of those aspects.

6.9 - 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.

6.10 - 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 meet all of the following requirements:

- a) 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;
- b) Peer-reviewed scientific publications, in the competition's area;
- c) Lectured curricular units or professional training (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) Participation in R&D projects (PRDP);

3) Intervention in the scientific community (ISC);

4) Academic extension projects (AEP);

5) Scientific potential (SPot);

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:

$$TSPP = 30\% SP + 20\% PRDP + 20\% ISC + 15\% AEP + 15\% SPot$$

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, and communications in conferences, both in number and type of publications, considering the recognition given by the scientific community, as follows:

Quantitative part:

Publication (as author) of scientific books, in the competition's area, 5 points per publication;

Chapters in scientific books, in the competition's area, 4 points per publication;

Publications in international journals indexed in SCOPUS or Web of Science, in the competition's area, 3 points per publication;

Communications with peer-reviewed publication in international conferences with proceedings indexed in SCOPUS or Web of Science, in the competition's area, 2 points per publication;

Qualitative part:

The jury may grant additional points to the curricular items assessed in this subcriterion, until half of the classification established for the quantitative part, for each element, considering its impact in the scientific community, verified by the analysis of the citations, the impact factor, and the quartile of the scientific journals, among others.

2) 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 fruitful way, in national and international funded projects, as follows:

Quantitative part:

Each complete year of each international research and/or development project, in the competition's area, with competitive funding, 5 points per each coordinated project, and 3 points per each project as team member; Fractions of year are considered in months. The classification for coordination does not add to the classification as team member;

Each complete year of each national research and/or development project, in the competition's area, with competitive funding, 4 points per each coordinated project and 2 points per each project as team member; Fractions of year are considered in months. The classification for coordination does not add to the classification as team member.

Qualitative part:

The jury may grant additional points to the participations, until half of the classification established for the quantitative part, for each element, considering the relevance of the projects, and the results obtained.

3) 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:

Quantitative part:

Participation in the organization of international scientific conferences, as chair or member of the organizing committee, in the competition's area, 3 points per event;

Participation in the organization of other scientific events, as chair or member of the organizing committee or scientific/programme commission, in the competition's area, 1 point per event;

Editor or co-editor of a national or international journal indexed in SCOPUS or Web of Science, in the competition's area, 4 points per participation;

Revision of scientific articles in national or international journal indexed in SCOPUS or Web of Science, in the competition's area, 0.5 points per article;

Revision of articles in communications published in the proceedings of international conferences, indexed in SCOPUS or Web of Science, in the competition's area, 0.2 points per article;

Communications in congresses, and presentation of talks, as guest, in the competition's area, 1 point per participation;
Supervision (or co-supervision) of works leading to an academic degree, if successfully defended, as follows: Each Doctor's degree, 5 points; Each Master's degree (dissertation, project or internship), 3 points;
Participation as examiner of works leading to an academic degree, as follows: Each Doctor's degree, 4 points; Each Master's degree (dissertation, project or internship), 2 points; Each undergraduate degree project or monograph, 1 point;
Participation in academic examination juries, when the candidate is not examiner or supervisor, as follows: Each Doctor's degree, 3 points, Each specialist's title, 2 points; Each pedagogical aptitude, 2 points;
Each scientific consulting or other activities of recognized merit, 1 point.

Qualitative part:

The jury may grant additional points to the curricular items assessed in this subcriterion, until half of the classification established for the quantitative part, for each element, considering its impact in the scientific community, verified by the analysis of the relevance of the scientific events, including conferences, and the impact factor, and the quartile of the scientific journals.

4) Academic extension projects (AEP), which assesses the services provided to the scientific and educational community, as well as to the economic and productive system, and society in general, the promotion of scientific and technological dissemination actions, the organization and teaching of lifelong training actions, including professional training, and the promotion of knowledge valorisation and transfer actions for external entities, considering their duration and the level of responsibilities of the tasks developed by the candidate, as well as their relevance, in the competition's area, as follows:

Quantitative part:

Participation in services provided to the scientific and educational community, as well as to the economic and productive system, and society in general, which have not been considered in other points, in the competition's area, as follows: Each complete year of each service provided, 4 points; If the candidate is responsible for the service, they are granted 2 more points; If the candidate is responsible for a significant, independent part of the service, they are granted 1 more point;
Participation in the promotion of scientific and technological dissemination actions, the organization and teaching of lifelong training actions, including professional training, and the promotion of knowledge valorisation and transfer actions for external entities, as follows: Each participation as responsible for the activity, organization or teaching, 1 point.

Qualitative part:

The jury may grant additional points to the participations, until half of the classification established for the quantitative part, for each element, considering the relevance of the services provided to the scientific and educational community, as well as the remaining academic extension actions.

5) Scientific potential (SPot), which assesses the candidate's capabilities to develop a relevant scientific production, aligned with the mission of the School of Technology and Management of the Polytechnic of Leiria, and ADAI – Association for the Development of Industrial Aerodynamics [delegation of the Polytechnic of Leiria], considering the work and career development plan presented by the candidate, as follows:

After analysing the elements provided by the candidate, the jury shall grant a classification from 0 to 100 points, considering if the contents are clear, up-to-date, and have quality, and their relevance to the mission of the abovementioned entities.

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

- 1) Lecturing activities (LA);
- 2) Supervision and guidance activities (SGA);
- 3) Coordination of pedagogical projects (CPP);
- 4) Pedagogical material production (PMP);
- 5) 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:

$$PS = 35\% LA + 25\% SGA + 10\% CPP + 10\% PMP + 20\% PI;$$

As follows:

1) Lecturing activities (LA), which assesses the candidate's experience in lecturing and coordinating curricular units in Doctor's degrees, Master's degrees, undergraduate degrees, CTeSP, and other training with scientific relevance, in the competition's area, considering the extension and quality of the lecturing and coordination, as follows:

Experience in lecturing and coordinating curricular units in Doctor's degrees, Master's degrees, undergraduate degrees, CTeSP, and other training with scientific relevance, in the competition's area, 2 points per each semester lecturing a curricular unit in a Doctor's or Master's degree; 1.5 points per each semester lecturing a curricular unit in an undergraduate degree; 1 point per each semester lecturing a curricular unit in a CTeSP; and 0.5 points per each semester lecturing a curricular unit in a post-graduation; If the candidate is also coordinating that curricular unit, 0.5 points shall be added per curricular unit and per semester.

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:

Students' supervision, tutoring and guidance activities, in the competition's area, which have not been considered previously, as follows: Each supervision of a final degree project or monograph, a curricular and extracurricular internship, or an on-the-job training, provided that they are successfully defended, 2 points.

3) Coordination of pedagogical projects (CPP), which assesses the coordination and incentive of pedagogical projects, in the competition's area (i.e. development of new curricular units' programmes, creation and coordination of new degrees or study programmes...) or the revision and improvement of existing projects (i.e. revision of existing curricular units' programmes, participation on the reorganization of existing degrees or study programmes), as follows:

Participation in a formally constituted team, which is responsible for the creation of new degrees or study programmes of Doctor's degrees, Master's degrees, undergraduate degrees, CTeSP, and post-graduations, and its submission to the competent bodies, in the competition's area, 2 points; If the candidate coordinates the team (when applicable), 1 point is added to the classification;

Participation in the development or revision/reformulation of curricular units' programmes of Doctor's degrees, Master's degrees, undergraduate degrees, CTeSP, and post-graduations, in the competition's area, 1 point per curricular unit, provided that it is the development of the programme of a new curricular unit or, when it is a reformulation, provided it includes more than 75% of the study programme.

4) Pedagogical material production (PMP), which assesses the quality and quantity of the pedagogical material produced by the candidate, as well as the relevance and impact of pedagogical publications, awards and other pedagogical honours, in the competition's area, as follows:

Publication of educational books, which have not been considered previously, 5 points per publication;

Theory pedagogical support material for a curricular unit, which is considered sufficiently relevant by the jury, 2 points per each support material produced for each different curricular unit;

Theory-practice or laboratory pedagogical support material for a curricular unit, which is considered sufficiently relevant by the jury, 1 point per each support material produced for each different curricular unit.

5) Pedagogical innovation (PI), which assesses the candidate's intervention in the academic community, namely organizational and management tasks related to pedagogical activity and knowledge dissemination, and also, in general, all activities that reveal the candidate's capacity to have a relevant performance 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, as follows:

After analysing the elements provided by the candidate, the jury shall grant a classification from 0 to 100 points, considering if the contents are clear, up-to-date, and have quality, and their relevance to the mission of the School.

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) Head of department (HD);

2) Course coordinator (CC);

3) Other duties in bodies or structures of HEIs (ODHEI);

4) Other relevant activities (ORA).

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:

$RA = 25\% HD + 35\% CC + 20\% ODHEI + 20\% ORA$;

As follows:

1) Head of department (HD), which assesses the candidate's participation as head of department or in other similar structures, considering the duration and complexity of the tasks developed by the candidate, among others, as follows: Head of department or similar structures (which are not organic units), 8 points per year.

2) Course coordinator (CC), which assesses the candidate's participation as course coordinator of degrees granting a higher education degree or diploma, considering the duration and complexity of the tasks developed by the candidate, among others, as follows:

Course coordinator of Doctor's degrees, Master's degrees or undergraduate degrees, 6 points per year; Course coordinator of CTeSP, 4 points per year. Periods of less than one year are accounted for proportionally in number of months.

3) Other duties in bodies or structures of HEIs (ODHEI), which assesses the candidate's participation in bodies established in the statutes of HEIs, considering the duration and level of responsibilities of the tasks developed by the candidate, as follows:

Participation in bodies or structures established in the statutes of HEIs, as follows: President of a HEI, 12 points per year; Director of an organic unit (Schools, Faculties, or similar), except research units, 10 points per year; President of other bodies, 5 points per year; Member of other bodies, which have not been considered previously, 3 points per year; The classification to be granted for the participation in collegial bodies as President does not add to the classification to be granted for the participation as member of the same bodies, provided the same mandate is concerned.

4) Other relevant activities (ORA), which assesses the candidate's participation in other duties or activities, which are considered relevant for the mission of HEIs, namely the participation as evaluator in processes to assess the performance of the academic staff, member of a jury to hire non-academic staff, member of a jury of a process to acquire goods and services, contract jobs or similar, participation in management structures of research units registered in the *Fundação para a Ciência e Tecnologia*, and responsibility for laboratories, workshops or specific classrooms, as follows:

Participation as evaluator in processes to assess the performance of the academic staff, 0.5 points per process;

Participation as member of a jury to hire non-academic staff, 0.25 points per process;

Participation as member of a jury of a process to acquire goods and services, contract jobs or similar, 0.25 points per participation;

Participation in the management structures of research units registered in the *Fundação para a Ciência e Tecnologia*, 5 points per year;

Responsibility for laboratories, workshops or specific classrooms, 1 point per each responsibility.

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

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

7.2.5 - All subcriteria assessed in the selection and seriation criteria are graded in a numerical scale from 0 to 100 points; If a candidate is awarded more than 100 points in any subcriteria, the candidate with the highest score gets 100 points, and the other candidates shall be granted a proportional classification.

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

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

a) Best classification in TSPP;

b) Best classification in PS.

7.2.8 - 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.

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, indicated under the terms of article no. 23(1)(a) of ECPDESP, and article no. 10(1)(a) of Order no. 10990/2010.

Permanent members:

Vítor António Ferreira da Costa, Full Professor, University of Aveiro;

Carlos Manuel Coutinho Tavares de Pinho, Associate Professor (with *Agregação*), University of Porto;

Gilberto Cordeiro Vaz, Professor, Polytechnic of Coimbra;

Fátima Maria Carvalhinhas Barreiros, Professor, Polytechnic of Leiria;

João António Esteves Ramos, Professor, Polytechnic of Leiria.

Substitute members:

José Carlos Fernandes Teixeira, Full Professor, University of Minho;

Maria Leopoldina Mendes Ribeiro de Sousa Alves, Professor, 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*.

November 28th of 2020. - President, Rui Filipe Pinto Pedrosa.