

POLYTECHNIC INSTITUTE OF LEIRIA

Public notice n. º 1205/2021

1 - Under the terms of the Career Statute for Teaching Staff of Higher Polytechnic Education (ECPDESP), approved by Decree-Law no. 185/81, of 1 July, amended by Decree-Laws no. 69/88, of 3 March, and 207/2009, of 31 August and by Law no. 7/2010, of 13 May, approved by Decree-Law no. 7/2009, of 13 May, and by Decree-Law no. 7/2009, of 13 May, approved by Decree-Law no. 7/2009, of 13 August, as amended by Decree-Law no. 7/2009, of 13 May. No. 7/2010, of May 13, as well as the Regulations for Recruitment and Contracting of Career Faculty Staff of the Polytechnic of Leiria, published in the Diário da República, 2nd series, No. 127, of July 2, 2010, through Dispatch No. 10 990/2010, hereby makes it known that the Faculty of Education of the Polytechnic of Leiria is in charge of the recruitment and contracting of Career Faculty Staff. No. 10 990/2010, makes public that, by order of the President of the Polytechnic of Leiria, Professor Dr. Rui Filipe Pinto Pedrosa, on the proposal of the Director of the School of Tourism and Technology of the Polytechnic of Leiria, dated May 24, 2021, it is open for a period of 30 working days, the documented competition for the recruitment of a Coordinating Professor, in the modality of work contract in public functions for an undetermined period of time, for the disciplinary area of Food Science and Technology - Food Quality Control of the School of Tourism and Maritime Technology- 1 position.

2 - Period of validity: the present contest is exclusively aimed at filling the above-mentioned position, being exhausted when it is filled.

3 - Functional content of the category:

3.1 - Under the terms of article 2-A of the ECPDESP, polytechnic higher education teachers are responsible for providing the teaching service assigned to them and for accompanying and guiding students; carrying out research, cultural creation or experimental development activities; participating in extension, scientific and technological dissemination and economic and social valorisation of knowledge tasks and participating in the management of the respective higher education institutions.

3.2 - Under the terms of no. 5 of article 3. º of ECPDESP, the Coordinating Professor is responsible for the pedagogical, scientific and technical coordination of the teaching and research activities within the scope of a discipline or scientific area and, namely managing and teaching theoretical, theoretical-practical and practical classes; supervising internships, seminars and laboratory or field work; supervising the pedagogical, scientific and technical activities of the assistant professors of the respective discipline or scientific area; participating with the other coordinating professors of his/her scientific area in the coordination of the programmes, teaching methodologies and general lines of research concerning the disciplines of that area; and managing, developing and conducting scientific research and experimental development activities within the scope of the respective discipline or scientific area.

4 - Remuneration position (article 35, no. 1 of ECPDESP): "The remuneration regime applicable to career teachers and teaching staff contracted beyond the career is established in a specific diploma. - Decree-Law no. 408/89, 18 November, as amended by Decree-Law no. 76/96, 18 June, and Decree-Law no. 124/99, 20 April, and Decree-Law no. 373/99, 18 September.

5 - Admission requirements:

5.1 - Under the terms of article 17 of the General Labour Law in Public Functions, approved by Law no. 35/2014, of 20 June, in its current wording and of article 12 -E of the ECPDESP, only candidates who, by the deadline for submission of applications, meet the following general requirements may apply:

- a) To be at least 18 years old;
- b) Not to be disqualified from performing public functions or not to be prohibited from performing the functions to which he is applying;
- c) Has the physical strength and mental profile necessary to perform the functions for which he is applying;
- d) Have fulfilled the compulsory vaccination laws.

5.2 - In compliance with article 19 of the ECPDESP, candidates may apply to the competition if they hold a PhD degree or the title of specialist for more than five years in the area or related area for which the competition is open. The title of specialist mentioned in article 19 of the ECPDESP refers to the provision of article 48 of Law no. 62/2007, of the 10th September, and Decree-Law no. 206/2009, of the 31st August.

5.3 - Candidates with foreign qualifications should prove the recognition, equivalence or registration of the doctoral degree under the terms of the applicable legislation.

6 - Formalizing the application:

6.1 - The application should be submitted in person, upon receipt, or by post, by registered mail with acknowledgement of receipt, to the following postal address of the Polytechnic of Leiria: Rua General Norton de Matos, Apartado 4133, 2411 -901 Leiria, until the deadline for submission of applications referred to in paragraph 1 of this announcement.

6.2 - The application form shall be submitted on paper, by filling in the form available at the Polytechnic of Leiria's website (<https://www.ipleiria.pt/recursos-humanos/concursos/>), which shall be duly dated, initialled and signed.

6.3 - The candidate should accompany his application form with the following documents, duly numbered and identified

- a) Photocopy of the academic and professional qualification certificate or other document legally recognised for that purpose;
- b) Declaration, under oath, to be provided in the form mentioned in item 6.2 of the present announcement, as to the situation in which he/she is in relation to each one of paragraphs a), b), c) and d) of item 5.1 of the announcement
- c) Documents proving that the candidate is in the legal conditions referred to in item 5.2 of this announcement

d) A copy of the curriculum vitae, duly dated and signed, and must be organised in accordance with the selection and seriation criteria and the evaluation and final classification system mentioned in point 7 of this announcement;

e) 1 Copy of the supporting documents of the facts indicated in the curriculum, adopting the same referencing system of each element, indicated in the previous sub-paragraph.

f) List in a non-editable format containing the exact identification of all documents submitted (index or list with the name of each document in the order in which they are presented, adopting, in the applicable cases, the same referencing system of each element, indicated in the previous sub-paragraphs);

6.4 - The documents mentioned in item 6.3 of the announcement must be delivered in a digital support (CD, DVD or pen drive) duly identified, and the candidate must ensure the readability of the files contained in the chosen support.

6.5 - The documents referred to in the previous item shall, as a general rule, be in Portable Document Format (PDF), preferably in PDF/A version, except for situations in which the document to be submitted cannot assume the indicated format; the name of the files, which should be succinct, cannot contain any of the following characters: /, \, |, :, *, ?, ", (smaller than), and (greater than).

6.6 - Documents may be submitted in Portuguese, Spanish or English. When supporting documents are presented that prove the facts stated in the curriculum vitae or work stated in the curriculum vitae originally written in another language, a translation into Portuguese, Spanish or English should be simultaneously presented.

6.7 - Failure to present the supporting documents of the requirements set out in points 5.1, 5.2 and 5.3 of this announcement, or presenting them after the deadline stipulated in paragraph 1 of this announcement, will result in the exclusion of the application.

6.8 - The non-submission of documents related to the curriculum or their submission after the deadline stipulated in paragraph 1 of this announcement implies the non-valuation of the elements they should prove.

6.9 - The presentation of a false document determines the immediate exclusion from the competition and the reporting to the competent authority for criminal proceedings.

6.10 - The documents handed in by candidates shall be returned to them at their request one year after the end of the present competition, except in the case where the present competition procedure has been subject to judicial review. In this situation, the return of the requested documents can only occur after the execution of a final judicial decision.

7 - Selection and seriation criteria and evaluation system and final classification (established under the terms of articles 11, no. 2, paragraph a) and 18, no. 1, paragraphs l) and m) and paragraphs 2 and 3 of Dispatch no. 10990/2010):

7.1 - Technical-scientific and professional performance (DTCP), in which the following criteria are weighted

- a) The research and development projects (PID);
- b) Scientific production, publications, communications and conferences (PC)
- c) Supervision of theses leading to an academic degree (OT);
- d) Participation in juries of academic tests and the discussion of theses leading to an academic degree (AT);
- e) Professional experience with relevance in the disciplinary area of the competition, or a related area (EP);

7.1.1 - The classification to be awarded in this criterion, which represents 40% of the final classification, for a maximum of 100 points, results from the application of the following formula $DTCP = (PID + PC + OT + AT + EP)$, being the aforementioned criteria evaluated according to the attached scoring grid.

7.2 - Teaching ability of the candidates (PC), in which the following criteria are weighted

- a) Mastery of the subject areas, disciplines or curricular units taught and/or coordinated in the area for which the competition is open (LUC);
- b) Participation in the preparation of programmes, manuals and support materials for teaching activities (PDP);
- c) The coordination and supervision of internship or final course project (EFC);

7.2.1 - The classification to be awarded in this criterion, which represents 40% of the final classification, for a maximum of 100 points, results from the application of the following formula $CP = (LUC + PDP + EFC)$ being the above-mentioned criteria evaluated according to the attached scoring grid.

7.3 - other activities relevant for the mission of the higher education institution that have been developed by the candidates (AR), in which the following criteria are weighted

- a) The exercise of directive positions and in management bodies, participation in institution bodies and other bodies or structures (CDG);
- b) The coordination or development of projects and/or activities considered as strategic for the institution, provided that they fall within the area in which the competition is open (PE);
- c) The coordination of courses, departments and scientific and pedagogical committees (CC).

7.3.1 - The classification to be attributed in this criterion, which represents 20% of the final classification, for a maximum of 100 points, results from the application of the following formula $AR = (DGP + PE + CC)$, being the aforementioned criteria evaluated according to the attached scoring grid.

7.4 - The final classification (CF), on a scale from 0 to 100 points, will be obtained by applying the following formula $CF = (0,4DTCP + 0,40CP + 0,20AR)$, being considered not approved the candidates who obtain a final classification lower than 50 points and approved in absolute

merit the candidates who obtain a final classification equal or higher than 50 points. All results will be presented to one decimal place.

7.5 - For the purposes of the present competition, the disciplinary areas of "Food Safety" and "Animal Production" are considered to be related to the disciplinary area of the competition.

7.6 - In the reasoned assessment, the jury shall also take into consideration the provisions of article 26 of Order no. 10 990/2010, if the candidates meet the conditions referred to in that article.

7.7 - In case of a tie between candidates, after obtaining the final classification, the following tie-breaking criteria will be applied successively (until it is revealed necessary)

1st Best overall score obtained in the criterion "Other activities relevant to the mission of the higher education institution (AR). - not considering the limit values foreseen in the evaluation grid;

2nd in case of a tie, the best result in the criterion "Professional experience with relevance to the disciplinary area of the competition, or a related area - EP.

In the application of the aforementioned tie-breaking criteria, the maximum scores foreseen for the respective criteria will not be considered.

8 - Public hearing: The Jury may determine the holding of public hearings, which shall be attended under the terms of article 28, no. 4 of Dispatch no. 10990/2010. If it is necessary to hold these public hearings, they shall take place between the 20th and 70th days following the deadline for delivering candidacies, and all candidates shall be informed, at least five days in advance, of the date and place where these public hearings will take place.

9 - Composition of the jury

President of the Jury - José Carlos Rodrigues Gomes, Pro -President of the Polytechnic Institute of Leiria, appointed under the terms of article 23, n.º 1, a) of ECPDESP.

Effective members:

António Salvador Ferreira Henriques Barreto - Professor, University of Lisbon;

Jesús Ventanas Barroso - Professor, retired, from the University of Extremadura;

Cristina Luisa Miranda da Silva - Associate Professor, Catholic University;

Maria Manuel Gil de Figueiredo Leitão da Silva, Coordinating Professor of the School of Tourism and Technology of the Sea of the Polytechnic Institute of Leiria.;

Ana Margarida Paulino Violante Pombo, Coordinating Professor of the School of Tourism and Technology of the Sea of the Polytechnic Institute of Leiria.

Substitute Members:

Cristina Maria Fernandes Delerue Alvim de Matos, Principal Coordinating Professor, Porto Higher Institute of Engineering;

António Augusto Martins de Oliveira Soares Vicente - Associate Professor with agragation, University of Minho

10 - In compliance with paragraph h) of article 9 of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunity between men and women in access to employment and professional progress, taking scrupulous care to avoid any form of discrimination.

11 - The present competition will also be published in BEP (Public Employment Pool), on the website of the Science and Technology Foundation, in Portuguese and English and on the website of the Polytechnic of Leiria, in Portuguese and English, under the terms of article 29-B of ECPDESP.

October 21st of 2021 - The President, Rui Filipe Pinto Pedrosa

ANNEX

POINTS GRID		
1 - Technical, scientific and professional performance (DTCP) - 40% of the final classification		
Criteria	Curriculum vitae items to be assessed	Points
a) PID - the active participation in research and development projects is valued	i) As the head researcher of a research and development project and in R&D services	2 points
	ii) As a researcher member of the team in a research and development project or in R&D services	1 point
<u>Maximum: 25 points</u>		
b) PC - the scientific production and its sharing with the scientific community is valued	i) i) For each scientific article in international scientific journal with review included in SCI - Science Citation Index and/or Scopus	1 point
	ii) For each invention patent published	1 point
	iii) For each book or chapter in an international book published	0,5 points
	iv) For each scientific abstract in scientific journal with review, included in SCI - Science Citation Index and/or Scopus	0,5 points
	v) For each scientific article in a peer-reviewed scientific journal, national or international, not included in the SCI - Science Citation Index and/or Scopus	0,4 points
	vi) For each scientific paper or abstract in national or international scientific conference or meeting published in the proceedings	0,4 points
	vii) For each oral communication at a conference or scientific meeting or international seminar	0,3 points
	viii) For each poster communication at a conference or scientific meeting or international seminar	0,2 points
	ix) For each oral or poster communication at a national conference or scientific meeting	0,1 points
<u>Maximum: 40 points</u>		
c) OT: the supervision or co-supervision of dissertations or thesis leading to an academic	i) For each supervision or supervision of a thesis leading to a doctoral degree and already concluded	2,5 points

degree in the same or similar disciplinary area of the competition is valued	ii) For each supervision or supervision of a thesis leading to a master's degree and already concluded	1,75 points
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Maximum: 15 points

d) AT: the participation and the role played in juries of evaluation of dissertations or thesis leading to the awarding of an academic degree, in the disciplinary area or related to the competition is valued	i) For each discussion in public examinations leading to the awarding of a doctoral degree	2 points
	ii) For each discussion in public examinations leading to a Master's degree	1 points

Maximum: 5 points

e) EP: professional experience in the disciplinary area, or related, of the competition is valued	i) For each year of relevant professional experience in the disciplinary, or related, area of the competition	1,25 points
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Maximum: 15 points

2 - Pedagogical capacity of candidates (CP) - 40% of the final classification

Criteria	Curriculum vitae items to be assessed	Points
a) LUC: mastery of subject areas and responsibility in the teaching of curricular units or subjects will be assessed	i) For each year of pedagogical professional experience in higher education, in the disciplinary area, or related, of the competition	1 point (per academic year)
	ii) For each distinct course unit or subject coordinated and/or taught in full by the applicant	1 point
	iii) For each course unit or subject the candidate collaborated with the person responsible for its teaching	0,4 points
	<u>Maximum: 50 points</u>	
b) PDP: the production of pedagogical documents is valued	i) For each curricular unit or subject in which the candidate was responsible for preparing the syllabus of the curricular unit	0,5 points
	ii) For each curricular unit or subject in which the candidate developed support materials and/or support for theoretical, theoretical-practical or practical lessons	0,3 points
	<u>Maximum: 25 points</u>	
c) EFC: the coordination, guidance or supervision of projects and or final degree course internships is valued	i) For each student oriented or supervised in a project or final degree course internship	0,4 points
	ii) For each student coordination in an internship or final degree project	0,2 points
	iii) For each discussion on project or final year internship	0,1 points
	<u>Maximum: 25 points</u>	

3 - Other activities relevant to the IES mission developed by the candidates (AR) - 20% of the final classification

Criteria	Curriculum vitae items to be assessed	Points
a) CDG: the exercise of functions in management positions in higher education institutions or its organic units and the exercise in other management bodies are valued	i) For each year of exercise in executive functions in management or presidency positions in management bodies of higher education institutions or their organic units	10 points
	ii) For each year and different body, of mandate fulfilled as a member of management bodies of the institution or of organic units of the institution, such as: General Council, representatives Council, Scientific Council, Scientific-Technical Council or Pedagogical Council.	2,25 points
	<u>Maximum: 25 points</u>	
b) PE: involvement in projects and/or activities of knowledge transfer, scientific dissemination, or others considered strategic by the institution is valued	i) For each project and/or organised activity (accreditation of new study cycles, organisation of congresses, conferences, seminars, juries of document competitions, institutional representation or others considered strategic)	0,25 points
	<u>Maximum: 25 points</u>	

c) CC: the exercise of mandates of departmental coordination and of TeSP, licentiate or master courses and the mandates fulfilled in scientific and pedagogical committees are valued	i) For each year of office held as coordinator of a department and/or TeSP, bachelor`s or master's degree	3 points
	ii) For each year of service on scientific and pedagogic committees of TeSP, bachelor`s or master's degree	0,5 points
	iii) For each year as laboratory manager	0,5 points

Máximum: 50 points