

## **POLYTECHNIC INSTITUTE OF LEIRIA**

### **Notice 1127/2022**

1. By my order dated 13 June, 2022, under a proposal of the Technic-Scientific Counsel of the School of Education and Social Sciences, it is open by a period of 30 working days, from the date of publication of this notice in the Diário da República, an international public tender for a research assistant, being the procedure for a contract of employment in public functions for an indefinite period, for the career and category of Assistant Investigator, in exclusive dedication, in the scientific area of Social Sciences, and in view to the development of research activities in the School of Education and Social Sciences of the Polytechnic Institute of Leiria (from now on referred to as the Polytechnic of Leiria), as determined by the articles 9, 11 and 15 of Decree-Law no. 124/99 of April 20, which approved the Career Statute Scientific Research, hereinafter referred to as ECIC.

2- By Joint Order No. 373/2000, dated March 31, of the Minister for Reform of the State and Public Administration and the Minister for Equality, it is established the obligation of mentioning in entry and access competitions the following statement: "In compliance with Article 9 (h) of the Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities for men and women in accessing employment and professional advancement, scrupulously any form of discrimination".

3 - Employment quota: According to Decree-Law no. 29/2001, of February 3, the disabled candidate has a preference in equal classification, which prevails over any other legal preference. Candidates must declare in the application form, in addition to the media/expression to be used in the selection process, under an honour commitment, the respective degree of disability, and the type of disability, and the means of communication/expression to be used in the selection process, in accordance with the above-mentioned diploma.

4 - Scientific area. Related scientific areas. Category, career and institution

4.1 - The scientific area of the present competition is Social Sciences.

4.2 - The present competition is open to contract for employment in public functions, by the Polytechnic of Leiria, of an Assistant Investigator, category of research career provided for in article 4 (a) of the ECIC.

5 - General and special admission requirements

5.1 - General requirements - those defined in article 17 of the General Labor Law in Public Functions (LTFP), approved by Law no. 35/2014 of June 20.

5.2 - Specific requirements - those defined in article 10 of the ECIC and taking into account the scientific areas and related scientific areas considered by the Scientific and Technical Council, can only be admitted to it:

5.2.1 - Individuals who hold a doctoral degree in the scientific area of the contest and whose curriculum vitae is in line with the mission of the School of Education and Social Sciences and those who, although of diverse area, have a scientific curriculum whose merit the jury considers to be level compatible with the scientific area of the competition and which is aligned with the mission of School of Education and Social Sciences. If the doctorate has been conferred by a foreign higher education institution, it must comply with the provisions of Decree-Law no. 66/2018, of August 16.

5.2.2 – Assistants Investigators from another institution, from the scientific area of the contest or scientific areas considered by the Technical-Scientific Council as related, and those who,

although of diverse area, have a scientific curriculum whose merit the jury considers to be level compatible with the scientific area of the competition and which is aligned with the mission of the School of Education and Social Sciences.

5.2.3 - The admission of the candidates is conditioned to their approval in absolute merit which will depend on:

- a) the publication of at least 3 scientific articles, and/or book chapters and/or books in a Scopus indexed journal or Web of Science or reputed international publishers, in the last 5 years or have obtained a total of, at least, 50 citations in a Scopus indexed journal or Web of Science in the last 5 years.
- b) Participation in at least one research project as part of a team in the scientific area of the contest, funded by national or international agencies.

Candidates who formalize their candidacy incorrectly or who do not prove the requirements required in this contest are excluded from admission to the competition. The false statements made by the candidates will be punished according to the law.

6- Compensation. Work conditions

6.1 - The remuneration is that of the position of the single salary scale equivalent to the salary that was due to the index 195 of the 1st level of the category of Assistant Investigator, as mentioned in Annex I of the ECIC, unless the candidate declared as winner of this contest, having already been hired in public service in this category by another institution, receives a higher remuneration.

7- Functional content: the Auxiliary Investigator must carry out, on a regular basis, research and development activities and all other scientific and technical activities included in the mission of the School of Education and Social Sciences and included in article 5, paragraph 1, of the ECIC:

- a) To participate in the design, development and execution of research and development projects and related scientific and technical activities;
- b) To guide the work carried out in the context of the projects under its responsibility;
- c) Collaborate in the development of training actions within the research and development methodology;
- d) To monitor the research work carried out by the fellows, research trainees and research assistants and participate in their training;
- e) Orient and participate in training programs of the institution.

8 - Place of work. Type of contest. Number of places to fill. Period of validity of the competition

8.1 - The place of work is located in the School of Education and Social Sciences premises, located on campus 1, or in other places connected to the Polytechnic of Leiria, or others, according to the requirements and needs to the mission of the School of Education and Social Sciences.

8.2 - This present procedure is, in accordance with Article 9 (a) and Article 10 (2) of the ECIC, a documentary competition that will constitute an assessment of the candidates' curriculum vitae and scientific work, and the Jury, under the terms of no. 2 and 3 of Article 10, may decide to conduct an interview to obtain clarification or to explain elements contained in the curricula of admitted candidates.

8.3 - The number of places to fill is one.

8.4 - The contest is valid until the candidate who was declared the winner is hired in public functions by the Polytechnic of Leiria.

9- Jury of the contest.

9.1 - Composition: The Jury of this competition, which will be chaired by the President of the Polytechnic of Leiria, Professor Doutor Rui Filipe Pinto Pedrosa, will have the following Professors as art of the jury:

Ana Paula Pereira de Oliveira Cardoso, Professora Coordenadora Principal at Escola Superior de Educação do Instituto Politécnico de Viseu.

José Carlos Laranjo Marques, Professor Coordenador Principal at Escola Superior de Educação e Ciências Sociais do Instituto Politécnico de Leiria.

Rui Trindade, Professor Associado com Agregação at Faculdade de Psicologia e de Ciências da Educação, Universidade do Porto.

Jorge Macaísta Malheiros, Professor Associado at Instituto de Geografia e Ordenamento do Território da Universidade de Lisboa.

Rui Manuel Neto e Matos, Professor Coordenador at Escola Superior de Educação e Ciências Sociais do Instituto Politécnico de Leiria.

9.2 - The jury will respect the rules of operation established in the ECIC.

9.3 - The jury, at its 1st meeting, held on July 22, 2022, approved the criteria for approval in absolute merit of the candidates and of the ranking of those approved in absolute merit, and the process that must be submit to vote and have an affirmative nominal vote, which are referred to below.

10 - Selection method and evaluation criteria:

10.1 - The methods of selection of the candidate, in terms of article 10 of the ECIC, will be:

Assessment of curriculum vitae (CV);

Scientific work of candidates;

10.2 - In accordance with Article 16 (3) of the ECIC, the following factors shall be considered and weighted:

A) The quality of the scientific and technical work of the candidates in the last 5 years (QC) -70% being distributed as follows:

i) Scientific production of the applicant in the last five years in the scientific area of the contest - 45%:

- Books and / or book chapters with ISBN, with *peer review*, published in the scientific area of the contest;
- Articles in Scopus or Web of Science indexed journals;
- Articles in journals with *peer review*, Indexed to other scientific bases' data;
- Other technical-scientific publications;
- Editor or editorial board member of Scopus or Web of Science journals;
- Editor or editorial board member of Journals indexed to other scientific bases' data,
- *Peer reviewer* at Scopus or Web of Science journals;
- *Peer reviewer* in Journals indexed to other scientific bases' data;
- Intellectual property.

ii) Research activities carried out over the last five years (35%):

- Researcher responsible for research projects financed by an external organization;
- Member of research project team financed by an external organization;
- Providing services within the scope of research, financed by an external organization;
- Participation in evaluation panels of R & D Projects;
- Participation in scientific networks in the scientific area of the contest;
- Prizes, scholarships and other distinctions;

iii) Work plan and scientific development aligned with the mission of the School of Education and Social Sciences, for the next 5 years - 20%:

The candidate's capacity to have in the future a very relevant scientific production based on the mission of the School of Education and Social Sciences will be evaluated.

B) Scientific orientation, participation in academic juries, participation in decisional entities and teaching (OC) - 10%:

- Finished orientations of masters and doctoral students;
- Participation in a master's and doctoral jury as examiner;
- Participation in a master's and doctoral jury as president;
- Participation in selection boards for the hiring of research fellows;
- Participation in scientific management entities and boards;
- Teaching in master's and doctoral programs.

C) Provision of technical and scientific community service (CSP) - 20%:

- Extension and knowledge dissemination activities duly proven;
- Participation in organizing committees of national and international scientific events;
- Participation in committees of national and international scientific events;
- Participation in scientific events (moderator, chair, invited speaker, etc.).

The candidate must organize his/her CV in order to respond separately to each of the parameters and sub-parameters under evaluation listed in point 10.2.

The interview is not a selection method and is not classified, aiming to obtain explanations or explanation of elements contained in the curricula of the candidates and will be carried out whenever the jury decides so, to clarify the indicators A, B and C.

10.3 - The final classification system (CF) of the candidates is expressed in a scale of 0 to 100 values, considering the valuation up to the hundredths by the following formula  $CF = (QC \times 0,70) + (OC \times 0,10) + (PSC \times 0,20)$ .

10.4 - The jury deliberates by means of a nominal vote based on the selection criteria adopted and published, and abstentions are not allowed. The President of the jury will only vote in case of a tie.

10.5 - Minutes of the jury meetings are drawn up, containing a summary of what has taken place in them, as well as the votes cast by each of the members and the respective reasons, being offered to the candidates whenever requested.

10.6 - Upon completion of the application of the selection criteria, the jury will draw up an orderly list of successful candidates with their classification.

10.7 - The draft unitary list of final candidates will be notified to them by e-mail.

11 - Formalization of applications:

11.1 - Applications are formalized by request, available on the electronic page of the Polytechnic of Leiria (<https://www.ipleiria.pt/recursos-humanos/concursos/>), addressed to the President, and the application must include:

- The reference of this notice;

- Full name, number and date of the identity card, tax identification number (if existing), date of birth, profession, residence and contact address, including e-mail and telephone contact.

11.2 The application must be accompanied by the documents proving the conditions laid down in paragraphs 5 for admission to this call, namely:

- a) Copy of the doctoral certificate or diploma;

- b) Copy of the PhD Thesis;

- c) Detailed Curriculum Vitae, structured according to the items mentioned in paragraph 10;

- d) Copy of 3 publications deemed most relevant by the candidate;

- e) Work plan and scientific development for the next 5 years;

- f) Documents proving the professional experience;

- g) Other documents considered by the candidate as relevant.

11.3 - The candidates present their applications and supporting documents in digital format, in PDF format, in Portuguese or English to the e-mail address [ipleiria@ipleiria.pt](mailto:ipleiria@ipleiria.pt), or in person at Rua General Norton de Matos, Leiria, during the normal business hours (09.00 to 12.30 and 14.00 to 17.30); or,

- By registered mail and with notice of receipt, until the deadline set, for Rua General Norton de Matos, section 4133, 2411-901 Leiria.

11.4 - Candidates who formalize their candidacy incorrectly or who do not prove the requirements required in this contest are excluded from admission to the competition. Candidates who fail to submit their statements and copies of the documents entered in the CV will also be excluded from the competition. The jury has the power to require any candidate, in cases of doubt, to present documents proving their statements.

11.5 - The false statements made by the candidates will be punished according to the law.

11.6 - Notification of candidates – Candidates must indicate an e-mail to which all notifications of this contest will be sent.

11.7 - Publication of the unitary list of final ordering of candidates: the unitary list of final ordering of candidates, after homologation, is published in the 2nd series of the Diário da República, affixed in the Central Services of the Polytechnic of Leiria and available on its electronic page, at [www.ipleiria.pt](http://www.ipleiria.pt).

12 - Publication of the Notice: Under the terms of article 24 (1) of the ECIC, this notice will be advertised in two daily national newspapers, at the Public Employment Exchange at [www.bep.gov.pt](http://www.bep.gov.pt), on the FCT website <http://www.euroaxess.pt/>, and on the electronic page of the Polytechnic of Leiria <https://www.ipleiria.pt/recursos-humanos/concursos/>.

Leiria, July 22, 2022, the Vice-President, *Nuno Miguel Morais Rodrigues*