

Polytechnic Institute of Setubal

Call for Applications

Applications are invited for a qualification-based competition for the position of Professor Adjunto

1. In accordance with the terms of section a) nº 1 of article 6º of the Recruitment and Appointment Regulations for Career Academic Staff of the Polytechnic Institute of Setubal (Instituto Politécnico de Setúbal - IPS), as published in the Diário da República, 2nd series, nº 35, of 18 February 2011, as set out in dispatch of the President of IPS of 13 January 2014, invites applications for the above post within a period of thirty working days from the publication of the present announcement in the Diário da República. The position, which was created but not yet filled within the academic staff of the IPS, **is governed by the career structure of the national polytechnic higher education sector at the professor adjunto level, in the field of Biotechnology**, and is covered by a public sector employment contract of indeterminate duration.
2. **Location** – School of Technology of Barreiro - Polytechnic Institute of Setubal, situated on Barreiro (Escola Superior de Tecnologia do Barreiro – Instituto Politécnico de Setúbal).
3. **Number of posts to be filled** - 1
4. **Contract regime** – Public sector employment contract of indeterminate duration for an initial experimental period of five years according to article 10º-B of Decreto-Lei nº 185/81, of 1 de julho, altered in the Decreto-Lei nº 207/2009, of 31 de agosto, and in the Lei nº 7/2010, of 13 de maio (ECPDESP).
5. **Job description** – The professor adjunto will carry out functions set out in section 4 article 3º of ECPDESP.
6. **Recruitment requirements** – The following cumulative requirements determine eligibility such that candidates must:
 - a) Satisfy the requirements set out in subsections b) to e) of article 8º of Lei nº 12-A/2008, of 27 de fevereiro (LVCR);
 - b) Be the holder of a doctorate or hold the title of Specialist in the specified area, or in an area linked to the area specified in the competition.

7. Validity of the competition

- 7.1. The competition is valid only for the position referred to above and ceases when the post has been filled or if applications are insufficient.
- 7.2. The competition can also be terminated by a formally justified decision of the President of the IPS which respects the general principles of Portuguese public administration and the corresponding legal, regulatory and procedural limits.

8. Application Procedure

- 8.1. Candidates should submit a written application (form A), addressed to the President of the IPS, in Portuguese, this may be delivered personally, or mailed by registered post with confirmation of reception to: Instituto Politécnico de Setúbal, Edifício Sede ou Divisão de Recursos Humanos, Campus do IPS, Estefanilha, 2910-761, Setúbal, Portugal, within the time limit set for presentation of applications.
- 8.2. To be considered for the position, the application (form A) must include all of the following:
 - a) Simple photocopies of the documents which prove that the candidate meets the requirements outlined in subsection b) of section 6 of this Call for Applications;
 - b) Simple photocopies of other degrees, diplomas and certificates of courses listed in the *curriculum vitae*, as well as other documents which facilitate the formation of an opinion on the suitability of candidates to fulfill the job specification requirements of the post;
 - c) Seven copies, supplied in digital format, of the following documents:
 - i. detailed *curriculum vitae*;
 - ii. works referred to in the *curriculum vitae*;
 - iii. Form B fully completed, setting out the location of the curricular elements in the application.
- 8.3. Candidates who are holders of non-Portuguese degrees must certify the recognition, equivalence or registration of their degree under the applicable national legislation.
- 8.4. The forms A and B are available in www.ips.pt in the tabs: Serviços Centrais / DRH-Divisão de Recursos Humanos / Pessoal Docente / Procedimentos Concurrais / Formulários.
- 8.5. Applications are not accepted by email.

9. Criteria for selection and ordering of candidates

9.1. Technical-Scientific and Professional Performance - 40%

- 9.1.1. Research publication: quality and quantity of scholarly production in the subject area in which the competition is open (including books, journal articles, presentations at conferences), expressed by the number and type of publications;
- 9.1.2. Participation in scientific research projects: quality and quantity of scientific projects in which the candidate has participated, in the field covered by the competition;
- 9.1.3. Orientation/coordination of theses and dissertations leading to degrees;
- 9.1.4. Intervention in scientific and professional communities: evaluation of response capacity for intervention in scientific and professional communities, in particular, by organizing events, participation as a (co) editor of scholarly journals, participation in review activities of scholarly journal articles, presentations at conferences, presentation of invited lectures, consultancy activities and other activities of recognized scientific and professional merit;

9.2. Teaching skills - 40 %

- 9.2.1. Experience of teaching: course units taught and competence expressed in the institutional internal evaluation procedure through scores obtained in performance appraisal;
- 9.2.2. Production of support materials for teaching activities: quality and quantity of teaching materials produced as well as educational publications;
- 9.2.3. Teaching coordination: coordination and promotion of new programs of study (participation in the preparation of new courses and support materials);
- 9.2.4. Supervision of internships, pedagogical practices, and other activities of this nature;

9.3. Other activities relevant to the IPS mission - 20 %

- 9.3.1. Holding positions in management bodies and/or other bodies/structures in higher education institutions;
- 9.3.2. Coordination of activities: participation in the organization of artistic and cultural activities as long as it takes into account the subject area for which the competition is open;

9.3.3. Activities of a practical nature: coordination, implementation and development of projects or activities of a practical nature within the applicant's occupational environment, provided they are relevant to the competition subject area.

9.4. The weighting associated with the selection criteria and ranking are listed in the attached table.

10. Evaluation and selection:

10.1. Each jury member will assess each criterion for each candidate on a scale of 0 to 100.

10.2. The final grade is the weighted average of quantitative scores against each of the assessment criteria on a scale of 0 to 100, is expressed by the following formula:

$$CF = P1*(C11*P11+C12*P12+C13*P13+C14*P14) + P2*(C21*P21+C22*P22+C23*P23+C24*P24) + P3*(C31*P31+C32*P32+ C33*P33)$$

10.3. Candidates who obtain a final classification equal to or above 50 points will be considered to be approved in absolute merit.

10.4. The jury will use the methodology by an absolute majority vote for final ranking of candidates.

11. The minutes of the jury will be made available to applicants on request.

12. The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.

13. False declarations are punishable under the law.

14. The composition of the jury is as follows:

President

Cristina Cruz Ferreira de Oliveira, Adjunto Professor, President of Scientific-Technical Council of the School of Technology of Barreiro of Polytechnic Institute of Setúbal.

Other members

José Esteves do Amaral, retired Coordinator Professor at ISEL - Institute of Engineering of the Polytechnic Institute of Lisbon;

Luís Joaquim Pina da Fonseca, Associate Professor with Aggregation at IST – Instituto Superior Técnico of University of Lisbon;

Maria Helena de Figueiredo Ramos Caria, Coordinator Professor at School of Health of Polytechnic Institute of Setúbal;

Maria Helena Figueira Vaz Fernandes, Associate Professor at University of Aveiro;

Mário Guerreiro Silva Ferreira, Full Professor at University of Aveiro.

15. The designation of Professor Cristina Cruz Ferreira de Oliveira, President of the Scientific and Technical Council of the School of Technology Barreiro this Polytechnic Institute and President of the Jury is made under subparagraph a) of paragraph 1 of Article 23 of ECPDESP, replacing the Professor Maria Raquel Feliciano Barrier, former President of the Scientific-Technical Council of the said College.

16. In compliance with section h) of article 9º of the Portuguese Constitution, the public administration, as employer, actively promotes a policy of equal opportunities between men and women in access to employment and career development, taking care to avoid any form of discrimination.

17. The present notice is published in the following:

- a) In The 2nd series of the Diário da República;
- b) In the Public Employment Exchange, in www.bep.gov.pt, on the 1st working day following its publication in Diário da República;
- c) On the internet site of the Foundation for Science and Technology, IP in www.eracareers.pt in Portuguese and English;
- d) On the IPS website at www.ips.pt in the tabs: Serviços Centrais / DRH-Divisão de Recursos Humanos / Pessoal Docente / Procedimentos Concursais, in Portuguese and English.

Setúbal, June 19, 2014

The President

Prof. Doutor Pedro Dominginhos

Attached

Vertentes	Pesos	Critérios	Pesos
Technical-Scientific and Professional Performance	P1 = 0,4	Research publication (C11)	P11 = 0,5
		Participation in scientific research projects (C12)	P12 = 0,2
		Orientation/coordination of theses and dissertations leading to degrees (C13)	P13 = 0,2
		Intervention in scientific and professional communities (C14)	P14 = 0,1
Teaching skills	P2 = 0,4	Experience of teaching (C21)	P21 = 0,5
		Production of support materials for teaching activities (C22)	P22 = 0,2
		Teaching coordination (C23)	P23 = 0,2
		Supervision of internships (C24)	P24 = 0,1
Other activities relevant to the IPS mission	P3 = 0,2	Holding positions in management bodies (C31)	P31 = 0,6
		Coordination of activities (C32)	P32 = 0,2
		Activities of a practical nature (C33)	P33 = 0,2