

Polytechnic Institute of Setubal

Call for Applications

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

1 — In accordance with the terms of section a) nº 1 of article 6 of the Recruitment and Appointment Regulations for Career Academic Staff of the Instituto Politécnico de Setúbal (IPS), as published in the Diário da República, 2nd series, nº 35, of 18 February, the Polytechnic Institute of Setubal (IPS), as set out in my dispatch of 14 June 2011, 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 Coordenador level, in the field of Human Resource Management** and is covered by a public sector employment contract of indeterminate duration.

2 – Location– Escola Superior de Ciências Empresariais is located at Setúbal's Campus of IPS.

3– Number of posts to be filled: 1

4 – Contract regime – public sector employment contract of indeterminate duration.

5 – Job description – The professor coordenador appointed functions set out in section 5 article 3 of Decreto-Lei nº 185/81, 1 July, those set out in the Decreto-Lei nº 207/2009, 31 August and in Lei nº 7/2010, 13 May (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 8 of Lei nº 12-A/2008, of 27 February (LVCR);
- b) Be the holder of a doctorate or Specialist title for more than 5 years;
- c) Exceptionally, holders of a doctorate in 1 September 2009 and the requirements set out in the subsections b) to e) of article 8º of Decreto-Lei nº 207/2009, of 31 of August, and Lei nº 7/2010 of 13 of May, can be eligible.

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 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, Largo Defensores da República, nº 1, 2910-470, Setúbal, Portugal, within the time limit set for presentation of applications.

8.2–To be considered for the position, the application must include all of the following:

- a) Identification of the competition, with indication of the reference number and date of its publication in the *Diário da República*;
- b) Identification of the candidate (name, date of birth, gender, nationality, ID card or citizen's card number, residence, post code, email address and telephone contact number);
- c) Designation of previous or currently held public sector posts along with the respective career structure and the career level achieved.
- d) Degrees and academic titles;
- e) Formal declaration that the candidate fulfills all the admission requirements set out in subsection a) point 6 of this Call for Applications.

8.3 – The application should be accompanied by all of the following documents:

- a) Six copies of the candidate's detailed, signed *curriculum vitae*;
- b) Six copies of each of the works referred to in the *curriculum vitae*, supplied in digital format;
- c) Simple photocopies of the documents which establish that the candidate satisfies the requirements detailed in subsection b) of section 6 of this Call for Applications.
- d) Documents that prove the situation, if it is the case, in the subsection c) point 6 of this Call for Applications.

8.4 – Candidate who are already employed by the IPS are exempted from having to present those documents which are already to be found in their respective personnel files but this must be expressly declared in the application documents.

8.5 – Applications are not accepted by email.

9 – Criteria for selection and ordering of candidates–Under the terms of my dispatch of 14 June 2011, the criteria for selection and ordering of candidates are as follows:

- a) **Technical-scientific and professional excellence**—weighting of **30%**
 - I. Research and development projects;
 - II. Scientific publications and patents;
 - III. Technical and scientific organization;
 - IV. Thesis supervision and dissertations;
 - V. Participation on juries for academic competitions;
 - VI. Professional activities relevant to the disciplinary areas of the position to be filled.
- b) **Pedagogical Capacity** –weighting of **40%**
 - I. Teaching experience;
 - II. Authoring of course materials, textbooks or other learning support materials;
 - III. Pedagogical organization activities.
- c) **Other activities relevant to the mission of the IPS**- weighting of **30%**
 - I. Management experience and participation in Collegiate Bodies;
 - II. Other activities

10 – The minutes of the jury’s deliberations will be made available to candidates on request.

11 – All documentation submitted by candidates will be destroyed unless requested within a year from the date of closure of the competition.

12 – False declarations are sanctioned under the terms of the relevant legislation

13 – The composition of the jury is as follows:

President: Pedro Fernandes da Anunciação, Presidente Conselho Técnico-Científico of Escola Superior de Ciências Empresariais of Instituto Politécnico de Setúbal

Panel Members: Anabela Gomes Correia, Prof^a. Coordenadora, Escola Superior de Ciências Empresariais do Instituto Politécnico de Setúbal

Jorge Manuel Alves Faria, Prof. Coordenador, Escola Superior de Gestão e Tecnologia of Instituto Politécnico of Santarém

José Gonçalves das Neves, Prof. Associado c/agregação of Instituto Universitário de Lisboa

Maria Odete de Almeida Pereira, Prof^a. Coordenadora, Escola Superior de Ciências Empresariais of Instituto Politécnico de Setúbal

Rita Maria Ferreira Duarte de Campos e Cunha, Prof^a. Associada c/agregação, Faculdade de Economia of Universidade Nova de Lisboa.

14 - In accordance with point h) of Article 9 of the Portuguese Constitution, the Polytechnic Institute of Setubal actively promotes in its employment procedures a policy of equal

opportunities for men and women in the access to employment and professional progress, scrupulously ensuring that all forms of discrimination are avoided.

15–The present Call for Applications will be made public via the following channels:

- a) The 2nd series of Diário da República;
- b) In the Bolsa de Emprego Público, em www.bep.gov.pt, on the first working day following publication in Diário da República;
- c) On the internet site of the Fundação para a Ciência e a Tecnologia, www.eracareers.pt, in Portuguese and English;
- d) On the internet site of the Polytechnic Institute of Setubal at www.ips.pt, in Portuguese and English.

Instituto Politécnico de Setúbal, 6th December 2011

President

Prof. Doutor Armando Pires