

Call for applications

Accepting applications for a qualification-based competition in the career of teaching staff in the higher education for the position of assistant professor, in the field of Computing.

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 my dispatch of 22 May 2018, invites applications for the above posts within a period of thirty working days from the publication of the present announcement in the Diário da República. Those positions, which were 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 **assistant professor level, in the field of Computing** and is covered by a public sector employment contract of indeterminate duration.
2. **Location** – Setúbal School of Technology, situated on the Setubal Campus of the Polytechnic Institute of Setubal, (Escola Superior de Tecnologia de Setúbal – Instituto Politécnico de Setúbal).
3. **Number of posts to be filled** - 2.
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 assistant professor 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 17º of Lei Geral do Trabalho em Funções Públicas (LTFP), approved at Lei nº 35/2014, of 20 June;
 - 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.**
 - a) The competition is valid only for the position referred to above and ceases when the post has been filled or if applications are insufficient.

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- b)** 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, 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 be accompanied by two copies, in digital format (pendrive) containing the following documents:
 - 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)** Detailed curriculum vitae, dated, signed and organized according to the evaluation grid;
 - d)** Works and documents proving the activities mentioned in the curriculum vitae.
 - e)** Form B fully completed, setting out the location of the curricular elements in the application.
- 8.3.** Failure to present the work and proof of the activities mentioned in the curriculum vitae presented by the candidate implies not valuing the elements in each of the items of the evaluation grid.
- 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 Concursais / Formulários.
- 8.5.** Applications are not accepted by email.

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- 8.6.** Candidates who are holders of non-Portuguese degrees must certify the recognition, equivalence or registration of their degree under the applicable national legislation obtained until the date of expiry of the deadline for submitting applications for this call for tenders.
- 8.7.** The candidates are exempted from presenting the supporting documents of the precise situation in which they are in relation to them, on the application form.
- 8.8.** False declarations are punishable under the law.
- 9. Criteria for selection and ordering of candidates** – The criteria for selection and ordering, and associated points, are set out in the table attached to this call for applications.
- 10. Evaluation and Selection.**
- a)** Each member of the jury values for each candidate, each criterion, considering the maximum classification (maximum points) to the best ranked in each item and assigning to the others a classification directly proportional to the score obtained (change in scoring);
 - b)** Each member of the jury proceeds to the order of the candidates according to the assigned points;
 - c)** Based on the evaluation and classification of the candidates, carried out by each member of the jury, the final ordering is done by successive votes for the first place, second place, etc., and the vote of each member of the jury is justified on the basis of the respective ordering individually; In this way the final ordering of the candidates is obtained;
 - d)** The final grade, with the final quantitative classifications of each candidate, is expressed on a numerical scale of 0 to 100 which results from the simple average of the sum of the scores obtained by each member of the jury.
 - e)** If the calculated score in the previous point does not respect the final ranking obtained, the evaluation and classification of the candidates in question shall be carried out, on the basis of the grid, on a joint and consensual basis between the members of the jury assigning, in each item, the maximum classification (maximum points) to the best classified and assigning to the others a classification directly proportional to the score obtained.

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- f) For these purposes, the score of each candidate and the respective final ranking will be obtained, considering approved candidates who obtain an overall score equal or above to 50 points are approved in absolute merit.

11. Complementary information to the Evaluation and Selection process.

- 11.1. The final approved ordering list will be notified to candidates by e-mail with notification of delivery receipt, registered letter or in person and published in the web site at www.ips.pt
- 11.2. The minutes of the jury will be made available to applicants on request.
- 11.3. The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.
- 11.4. The documentation submitted by applicants concerning to contests in litigation appealed, may only be destroyed or returned, after the execution of the sentence.

12. The composition of the jury, is as follows:

President

Armando José Pinheiro Marques Pires, Principal Coordinator Professor of the Setúbal School of Technology, of Polytechnic Institute of Setúbal, named as presidente of the jury under paragraph a) of nº 1 or article 23º of ECPDESP.

Vogais

Carlos Augusto Isaac Piló Viegas Damásio, Associate Professor at the Faculty of Sciences and Technology, of the University Nova of Lisboa;

Carlos Manuel da Silva Rabadão, Coordinator Professor at the School of Technology and Management, of the Polytechnic Institute of Leiria;

Joaquim Belo Lopes Filipe, Coordinator Professor at the Setúbal School of Technology, of the Polytechnic Institute of Setúbal;

José Manuel Gaivéo, Coordinator Professor at the School of Business Administration, of the Polytechnic Institute of Setúbal;

Nuno Manuel Ribeiro Preguiça, Associate Professor at the Faculty of Sciences and Technology, of the University Nova of Lisboa.

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13. Equal opportunities - 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.

14. 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 Portuguese and English.

Instituto Politécnico de Setúbal, June 25, 2018.

The President

Prof. Doutor Pedro Dominginhos

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Attachment

Evaluation Grid

CRITÉRIOS	Ponderação	Pontos
1. Technical-Scientific and Professional Performance in the field of computing	50%	
1.1 Research and development projects	6%	
a) Responsible for research projects with evaluation and external financing (ex: FCT, european projects)		4 each
b) Responsible for others research projects		3 each
c) Cooperator of research projects with evaluation and external financing (ex: FCT; European Projects)		2 each
d) Cooperator of other research projects		1 each
1.2 Scientific publications and patents	15%	
a) Author or co-author of technical-scientific book or book chapter		5 each
b) Publication of articles in international scientific journal indexed in ISI or equivalent		4 each
c) Publishing technical and scientific articles in other peer-reviewed journals and book chapters		3 each
d) Publication of technical and scientific articles in proceedings of international congresses with arbitration		3 each
e) Publication of technical and scientific articles in proceedings of national congresses with arbitration		2 each
f) Registered patents or prototypes		2 each
1.3 Comunicações em eventos científicos	5%	
a) Communications in international scientific events		5 each
b) Communications in national scientific events		4 each
1.4 Technical-Scientific Organization	3%	
a) Review of scientific articles in international or national journal		1 each
b) Member of scientific committees of congress / technical and scientific international seminars		3 each
c) Member of organizing committees of congress / technical and scientific international or national seminars		1 each
1.5 Orientation/co-orientation of theses/dissertations	5%	
a) Orientation or co-orientation of PhD Thesis (completed)		4 each
b) Orientation or co-orientation of PhD Thesis (on going)		3 each
c) Orientation or co-orientation of Master Thesis/Project/Internship (completed)		2 each
1.6 Participation in academic examinations juries	4%	

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a) Examiners of PhD Thesis	4 each
b) Examiners of Master Thesis/Project/Internship	3 each
c) Jury Member of PhD	2 each
d) Jury Member of Master Thesis/Project/Internship	2 each
1.7 Professionals activities	12%
a) External services, studies/projects or elaborated opinions	1 each
b) Professional experience in relevant activity in the area, beyond academia	0,5 p/ year
2. Pedagogical Domain	30%
2.1 Teaching experience	10%
a) Teaching experience in higher education (polytechnic or university)	1 p/ year
b) Curricular Units coordination	1 each
2.2 Elaboration of teaching materials	13%
a) Preparation of manuals and teaching support textbooks covering at least 75% of the UC	2 each
2.3 Other pedagogical activities	7%
a) Guidance and monitoring of students projects/internships of bachelors degree	1 each
b) Jury Member of projects/internships of bachelors degree	1 each
c) Organization of pedagogical events	1 each
3. Other activities relevant for IPS mission	20%
3.1 Administrative management and participation in academic bodies	12%
a) Participation in management bodies, participation in coordination of the department, in the coordination of the course and in technical-scientific or pedagogical committees designated by the organs	4 p/ sem.
b) Participation in the organization of technical-scientific events	3 p/ sem.
3.2 Participação em atividades de relação com a comunidade	8%
a) Participação em atividades de relação com a comunidade	1 each
b) Coordination, execution and development of practical projects or activities	1 each
TOTAIS	100%