

**NOTICE**

**SUMMARY: TENDER TO PROVIDE A PLACE, IN THE MODALITY OF CONTRACT FOR WORK IN PUBLIC FUNCTIONS FOR AN UNDETERMINED TIME FOR AN ADJUNCT PROFESSOR IN THE POLYTECHNICAL INSTITUTE OF SANTARÉM, UNDER THE DECREE-LAW N 185/81 FROM JULY 1<sup>ST</sup> OF THE STATUTE CAREER OF THE POLYTECHNIC STAFF IN ITS CURRENT VERSION.**

1. It is made public that, by my order from 01 of July of 2022, that is now open, for a period of 30 working days, counting from the day immediately following the publication of this notice in the Diário da República (Portuguese Republic Diary), a documental tender for the provision of a place for Adjunct Professor in the Scientific area of Animal Production and Veterinary Sciences – Subject area of Nutrition and Animal Feeding, at Escola Superior Agrária de Santarém, from the Polytechnic Institute of Santarém (IPSantarém).
2. Applicable legislation:
  - 2.1. Career Statute for Polytechnic Higher Education Teaching Personnel (ECPDESP), approved by Decree-Law No. 185/81, from 1<sup>st</sup> July, in its current version;
  - 2.2. Regulation of tenders for the hiring of teaching staff at the Polytechnic Institute of Santarém, Regulation no. 558/2010 published in the Diário da República, 2<sup>nd</sup> series, no. 122, of June 25.
3. Workplace: Escola Superior Agrária de Santarém (Santarém Agricultural College), from the Polytechnic Institute of Santarém.
4. Remuneration Positioning: Will be determined in accordance with the provisions of Decree-Law No. 408/80, of 18 November, with subsequent amendments.
5. Number of jobs: 1 (one).
6. Type of legal employment relationship: Employment contract in public functions for an indefinite period.
7. Functional content: As described in article 2-A and paragraph 4 of article 3 of the ECPDESP.
8. Validity of the tender: The tender is valid for the mentioned job position and ends with its completion.
9. Candidates who meet the conditions provided for in article 17 of the ECDESP and who have mastery of the spoken and written Portuguese language may apply for this tender. Candidates of foreign nationality, except for those of official Portuguese language, must submit documents, valid under the legal terms, proving their command of the Portuguese language in the aforementioned aspects, at a level suitable for the teaching tasks to be performed.



10. Form of submission of the application:

10.1. Applications must be formalized through a paper application addressed to the President of IPSantarém, in Portuguese, and may be delivered in person or sent by mail, by registered letter with acknowledgment of receipt, to the following address: Instituto Politécnico de Santarém, Complexo Andaluz – Moinho do Fau, Apartado 279, 2001-904 Santarém, until the deadline for submitting applications, taking into account, in this case, the date of registration.

10.2. Applications sent by email are not accepted.

11. Applications must include the following updated elements: full name, parentage, date and place of birth, number and date of the identity card number/citizen card or foreign civil identification document (EU)/passport, residence, form of contact, e-mail address and telephone number, marital status, academic degree and respective final classification, professional category and position currently held, identification of the tender you are applying for, with reference to the Diário da República (Decree-law) that publishes this notice, and also all the elements that allow evaluating the skills of the interested candidates.

12. Candidates must submit their applications with the following documents:

- a) Certificate of criminal record;
- b) A medical certificate, proving the existence of physical strength and psychological profile for the exercise of public functions, issued by a doctor in the exercise of his profession, pursuant to article no. 1 of Portuguese Decree-Law No. 319/99, of August 11<sup>th</sup>;
- c) Mandatory vaccination bulletin duly updated;
- d) Document proving that the candidate complies with the legal conditions referred to in point 9 of this notice.
- e) Declaration of length of service issued by the department where he/she performed functions, stating the seniority in the category, the legal relationship and the date of obtaining the PhD degree or the title of specialist;
- f) Complete list of submitted documentation.

13. The presentation of the documents referred to in subparagraphs b) and c) of the preceding paragraph is waived for candidates who declare in the respective applications, in separate paragraphs and under a commitment to honor, the precise situation in which they find themselves in relation to the content of each one of them.

14. Candidates who work at the Polytechnic Institute of Santarém are exempt from presenting the documents that already exist in the respective individual files, and the fact must be expressly stated in the respective applications.

15. Two copies in paper and one in digital format (PDF) of the curriculum vitae must be delivered. The curriculum vitae must be organized according to the points indicated in the ranking grid, included in this notice, not being considered items that are not presented in this way or incorrectly placed in the

indicated items.

16. Two paper copies of the documents proving all the information contained in the curriculum vitae, and one in digital support (PDF).
17. Two copies in paper of the diplomas or certificates of the courses referred to in the curriculum vitae and one in digital format (PDF).
18. Exclusion: Candidates who:
  - 18.1. Do not meet the special admission requirements presented in point 9 of this notice;
  - 18.2. Do not submit the documents required in points 12, 15, 16, and 17 of this notice;
  - 18.3. Submit the documents after the deadline stipulated in this notice.
19. The non-presentation of the documents referred to in the curriculum presented by the candidate implies the non-valuation of the elements that they should prove.
20. Admission Requirements.
  - 20.1. It is a requirement for admission to the tender, in accordance with articles 8 and 17 of the ECDESP, to hold a PhD degree or the title of Specialist in the Scientific area of Animal Production and Veterinary Sciences.
  - 20.2. Candidates for the tender holding qualifications obtained abroad must prove the recognition, equivalence or registration of the PhD degree, in accordance with the applicable legislation.
21. Candidate selection and ranking criteria: According to the provisions of ECPDESP 15.<sup>a</sup>-A and article 22 of the Regulation of Tenders for the Hiring of Staff of the Teaching Career of IPSantarém, the general evaluation parameters and ordering of candidates, in order to ascertain the merit of the candidates for the functions to be performed, are as follows, which were given the following weighting:
  - a) Technical-scientific component (40%);
  - b) Pedagogical component (40%);
  - c) Other activities component (20%).
22. Evaluation Parameters and Items:
  - 22.1. Technical-Scientific Component (CTC)
    - a) Academic Training/Courses (FA)
      - 1) Degree in animal science or veterinary science – 10 points.
      - 2) Master's Degree in Animal Science or Veterinary Science – 10 points.
      - 3) PhD in the field of animal science or veterinary science – 10 points.
      - 4) Postgraduate degrees in animal science or veterinary science – 5 points.
    - b) Quality and Dissemination of Research Activity Results (RAI)

The score to be awarded will take into account, in all items, the subject area of the tender.

      - 1) Authorship of scientific books with peer review – 10 points per book.
      - 2) Authorship of chapters in scientific books with peer review - 5 points per chapter.



- 3) Authorship of scientific articles in journals: – 5 points per article in indexed journals, using the ISI/Scopus as reference; - 2.5 points per article in unindexed journals.
  - 4) Technical publications – 1.5 points per publication.
  - 5) Participation in scientific events:
    - 5.1) Articles in proceedings - 3 points per article or extended abstract.
    - 5.2) Oral/poster communication – 0.3/0.2 points for oral/poster communication at scientific events. The score to be attributed to each communication will take into account the existence of peer review.
    - 5.3) Participation as invited speaker in scientific events – 2.5 points for participation in events.
    - 5.4) Participation as a guest chair in scientific events – 1.5 points for participation in events.
  - 6) Participation in organizing committees/scientific committees of technical-scientific events - 2.5/1.5 points per event in the subject area of the tender.
  - 7) Coordinator/editor of scientific publications with peer review and legal deposit ISBN/ISSN – 2/1 points per book or journal.
  - 8) Peer reviewer of scientific articles submitted to journals – 0.5 points per article and/or journal up to a maximum of 10 points.
  - 9) Peer reviewer of scientific research projects – 5 points per application for funding programs.
  - 10) Relevant professional activity in the scientific area in which the tender is open – 1 point per year of professional activity, up to a maximum of 10 points.
  - 11) Other activities considered relevant by the jury – activities that demonstrate the candidate's technical-scientific performance will be valued, up to a maximum of 10 points.
- c) Quality of Research Projects and Contracts (PCI)
- 1) Responsible for research and development projects funded by international programs: – 6 points per year of project if the candidate is responsible for the project; – 3 points per year of project if the candidate is responsible for the institution's participation in the project.
  - 2) Member of research and development projects funded by international programs – 10 points per project. The same scoring criteria described in 1) will be used.
  - 3) National funded research and development projects: – 3 points per year of project if the candidate is responsible for the project – 1.5 points per year of project if the candidate is responsible for the institution's participation in the project .
  - 4) Member of national funded research and development projects – 5 points per year of project. The same scoring criteria as described in 3).
- d) Academic Work Tutorship/Guidance (OTA)
- Guidance within the scope of studies leading to a PhD degree – 5/1 points for each completed/ongoing PhD degree.
- e) Knowledge Transfer (TC)
- 1) Patents and prototypes – 5 points for international patent and 2.5 points for national patent. Only cases with completed registration and approval processes will be considered.

2) Actions contracted or filed with external companies or institutions, in any case financed – 2 points per action/year as responsible and 1 point for action/year as participant.

f) Awards, Scholarships and Distinctions (PBD)

Scientific and academic awards, scholarships and distinctions from scientific societies or public and private entities – up to 5 points per award, scholarship or distinction. Prizes, scholarships or distinctions of a technical-scientific nature, awarded in national or international competitions, by research entities or bodies, scientific societies or by public and private entities of recognized merit, will be considered.

22.2 - Pedagogical Component (CP)

a) Teaching Activities (FD)

Experience and quality of pedagogical work.

- 1) Number of semesters of teaching experience in the subject area of the tender – 1.5 points for each semester.
- 2) Number of different curricular units taught – 4 points for each curricular unit. A curricular unit of 5 ECTS will be used as standard.
- 3) Responsibility of curricular units – 1.5 points for each curricular unit responsibility (reference 5 ECTS).
- 4) Participation in commissions/working groups in the preparation and creation/adaptation of study plans – 5 points per course.

b) Participation in Juries (PJ)

- 1) Participation in PhD and master's juries, as examiner – 5/2 points per PhD/master's jury.
- 2) Participation in PhD and master's juries, as a member of the jury – 2/1 points per PhD/master's jury.
- 3) Participation in juries of Licensing Course / Technological Specialization Course (CTESP) - 0.5 / 0.25 per jury of Licensing Course / Technological Specialization Course (CTESP).

c) Guidance of Dissertations and Works Leading to an Academic Degree (OTD)

- 1) Completed studies leading to a master's degree or equivalent – 2 points per orientation, the score being divided by the number of advisors in shared work.
- 2) Studies leading to a bachelor's or licentiate degree completed – 1 point per orientation, with the score divided by the number of advisors in shared work, up to a maximum of 20 points.
- 3) Studies leading to the technological specialization course diploma (CTESP) completed – 0.5 points per orientation, with the score divided by the number of supervisors in shared work, up to a maximum of 10 points.

22.3 - Other Activities Considered Relevant for the Mission of the Higher Education Institution (COA)

a) Exercise of Academic Positions and Functions (CFA)

- 1) Performance of single-person management positions: – 50 points per year of mandate in the case of the institution's top manager; 40 points per year of office in the case of Organic Unit Director or equivalent. The positions statutorily provided for in the institutions where the position was held are considered, taking into account their statutory hierarchy. If necessary, the score is given in the



proportion of the twelfths fulfilled.

2) Participation in collegiate bodies. 25 points per term for presidencies, 20 for vice presidencies, 10 points per term for elected members, 15 points per term for department coordination or equivalent, 12 points per term for course director or equivalent. The positions statutorily provided for in the institutions where the position was held are considered. Here, as examples of reference, the Management, General Council, Scientific Council and Pedagogical Council are mentioned. Base scores on unspecified positions will be scaled according to the position's dependence and functional equivalence with reference bodies. If necessary, the score is given in the proportion of the twelfths fulfilled.

3) Other positions and functions by designation: - 45 points per year of mandate in the case of Vice President of the institution or equivalent; 35 points per year of mandate in the case of Deputy Director of an Organic Unit or equivalent and Pro-President of the institution or equivalent. In the remaining positions, points will be awarded based on the standard described in 1) and 2) and the principle of analogy of functions. If necessary, the score is given in the proportion of the twelfths fulfilled.

b) Extension Activities (AE)

Activities relevant to teaching / research, namely member of the governing bodies of Technical-Scientific Societies – 1 point / activity / year, up to a maximum of 5 points.

23- Procedures foreseen for the tender and respective calendar: The procedures and rules applicable to the tender are those contained in the Regulation for the Recruitment, Selection and Hiring of Teaching Personnel of IPSantarém, which can be consulted in Regulation No. 558/2010, published in Regulation No. 558/2010 Diário da República, 2nd series, no. 122, of 25 June.

23.1. Appraisal of the applications of candidates admitted to the tender will be carried out in accordance with the general parameters, specific parameters, items and approved weightings.

23.2. The deliberations of the jury will be taken by means of roll-call vote, by an absolute majority of the votes of the members present at the meeting, abstentions not being allowed, and under the conditions referred to in subparagraph c) of paragraph 2 of article 13 of the Regulation of recruitment.

23.3. The jury will first decide on the selection process to control the admission requirements of candidates to the tender, depending on the disciplinary area in which the competition is opened.

23.4. In case of non-admission of the candidate, the jury proceeds with the prior hearing of the excluded candidates who, if they wish, can pronounce themselves under the terms of paragraph 1 of article 29 of the Recruitment Regulation.

23.5. The jury will then draw up a list of candidates who have been admitted and excluded.

23.6. The ranking of candidates must be based on the assessment made on the general assessment parameters and corresponding approved weighting factors.

24. The Final Classification (CF) of candidates, expressed on a scale of 0-100 points, results from their curricular evaluation, obtained from three components; the Technical-Scientific Component (CTC), with a weighting of 40%; the Pedagogical Component (CP), with a weighting of 40%; the Other Activities Component (COA), which are considered relevant to the mission of the School and the Institute, with a weighting of 20%, according to the formula:

$$CF = 0.4*CTC + 0.4*CP + 0.2*COA$$

25. By unanimous decision of the jury, the CTC, CP and COA Components are applied parameters and weightings, according to the formulas below:

$$CTC = 0.1*FA + 0.35*RAI + 0.25*PCI + 0.05*OTA + 0.2*TC + 0.05*PDD$$

$$CP = 0.6*FD + 0.2*PJ + 0.2*ODT$$

$$COA = 0.8*CFA + 0.2*AEI$$

Being: FA - Academic Training; RAI - Quality and Dissemination of Research Activity Results; PCI - Quality of Research Projects and Contracts; OTA - Academic Work Tutorship/Guidance; TC - Knowledge Transfer; PBD - Awards, Scholarships and Distinctions; FD - Teaching Functions; PJ - Participation in Juries; ODT – Orientation/Guidance of Dissertations and Works Leading to Academic Degree; CFA - Exercise of Academic Positions and Functions; AEI - Relevant Activities for Teaching and Research. In each parameter (FA, RAI, PCI, OTA, TC, PBD, FD, PJ, ODT, CFA and AEI) the candidates' absolute scores will be relativized by the highest value found, which corresponds to 100 points.

The absolute score on each parameter results from the sum of the scores assigned to each item. In case of tie in final grade, the selection criteria will be grade in Technical-Scientific Component (CTC) in Evaluation Parameters and Items, as pointed on item 22 of the present notice: 1<sup>st</sup> – paragraph b) Quality and Dissemination of Research Activity Results (RAI); 2<sup>º</sup> - paragraph a) Academic Training/Courses (FA)

26. When preparing the curriculum vitae and documents for the application of the tender, the candidate must respect the organization referred to in point 22 of this notice.
27. Minutes: The minutes of the jury meetings are provided to candidates whenever requested.
28. The documentation submitted by the candidates is destroyed when their return is not requested within a maximum period of one year after the end of the tender.
29. False statements will be punished under the law.
30. Composition of the jury:  
The jury is made up of the following elements:  
President: Doctor Paulo Reis Branco Pardal — Coordinating Professor at Escola Superior Agrária from Polytechnic Institute of Santarém.  
Effective members:  
a) Doctor Alfredo Jorge Costa Teixeira, Coordinating Professor at the Polytechnic Institute of Bragança;  
b) Doctor António Manuel Moitinho Nogueira Rodrigues, Coordinating Professor at the Polytechnic Institute of Castelo Branco;  
c) Doctor Helena Maria Vala Correia, Coordinating Professor with Aggregation at the Polytechnic Institute of Viseu;  
d) Doctor José Pedro Fragoso de Almeida, Coordinating Professor at the Polytechnic Institute of Castelo

Branco.

Alternate members:

- a) Doctor Ramiro Corujeira Valentim, Coordinating Professor at the Polytechnic Institute of Bragança;
- b) Specialist José Mira de Villas-Boas Potes, Coordinating Professor at at Escola Superior Agrária from Polytechnic Institute of Santarém.

31. Equal Opportunities: In compliance with paragraph h) of article 9 of the Portuguese Constitution, IPSantarém actively promotes a policy of equal opportunities between men and women in access to employment and professional advancement, taking care to avoid any and all form of discrimination.

32. Disclosure of the notice

This notice will be disclosed in the following terms:

- a) In the 2nd series of the Diário da República;
- b) In the Public Employment Exchange, at [www.bep.gov.pt](http://www.bep.gov.pt) , on the 1st working day following the publication in the Diário da República;
- c) On the website of the Foundation for Science and Technology, IP, at <https://euraxess.ec.europa.eu/jobs> , in Portuguese and English;
- d) On the IPSantarém website, at [www.ipsantarem.pt](http://www.ipsantarem.pt), in Portuguese and English.

Santarém, 19 de September, 2022

The President of IPSantarém,



(Prof. Doctor João Miguel Raimundo Peres Moutão)