
Opening of an international application procedure to recruit - two assistant professors for the management area - Polytechnic Institute of Santarém – Higher School of Management and Technology

– ANNOUNCEMENT –

1 — According to Articles 6, 15, 15-A and 17 of Decree-Law No. 185/81 of 1 July, amended and added by Decree-Law No. 69/88 of 3 March, Decree-Law No. 207/2009, of 31 August, and Law No. 7/2010 of 13 May, hereinafter referred to as ECDESP, as well as Regulation No. 558/2010 of tenders for the hiring of teaching staff at the Polytechnic Institute of Santarém, published in the *Diário da República*, No. 122, of June 25, 2010, and other legal provisions in force, it is made public that by Order of the President of the Polytechnic Institute of Santarém issued in June 15, 2022, it is open for a 30 working days period, counted from the publication date of this notice in the *Diário da República*, of an application procedure for the recruitment of two assistant professors, under a public functions contractual employment regime, for the Scientific Area of Management within the staff map of the Polytechnic Institute of Santarém/ Higher School of Management and Technology.

2 — The tender is valid for the vacancies, as mentioned before, expiring with their completion.

3 — The tender may be applied by applicants who are under the conditions laid down in article 17 of the ECDESP: the holders of the doctoral degree or the specialist title, in the area or similar areas to the one in which the tender is opened.

3.1 — Holders of a doctoral degree obtained abroad must present document proving its recognition or equivalence by a Portuguese higher education institution along with document(s) proving the achievement of the degree that explicitly mentions the area of knowledge on which it was awarded - these formalities must be fulfilled up until the deadline for application.

4 — Applications should be formalized upon request, addressed to the President of the Polytechnic Institute of Santarém, delivered, or sent by mail with deliver-receipt, at the Polytechnic Institute of Santarém address - Complexo Andaluz, Apartado 279, 2001-904 Santarém, Portugal - until the deadline for submission of applications referred to in paragraph 1 of this announcement.

5 — The application requirement must include the following elements: Full name, affiliation, date and place of birth, number and date of the identity card and issuing service, postal and electronic addresses, telephone number, civil status, academic degree and its final classification, professional category and position that s/he currently occupies, identification of the tender to which is the application, and identification of the number of the Portuguese Official Journal that published the this announcement, and all further elements that allow adequate evaluation on the skills of the applicants.

6 — Applicants must instruct their application requirements with the following documents:

- a) Certificate of criminal record;
- b) Proof of physical robustness and psychic profile for the exercise of public functions;
- c) Mandatory vaccination bulletin duly updated;
- d) Proof of being under the legal conditions referred in paragraph 3 of this announcement;
- e) Detailed Curriculum Vitae, dated, signed and mandatorily organized in accordance with the parameters and evaluation criteria defined in this announcement, and must be delivered three copies in paper support, and one in digital support;
- f) A copy in digital support of all the work and further evidence of the activities mentioned in the curriculum vitae;
- g) Other diplomas or certificates of the courses mentioned in the curriculum vitae, as well as other documents that facilitate the evaluate on the skills of applicants for the exercise of the functional content of the professional category to which applies;
- i) A complete list (index) of the documentation submitted.

7 — Failure to submit or late submission of the work and further evidence of the activities mentioned in the curriculum presented by the candidate, implies the non-valuation on each of the evaluation parameters unproven.

8 — The submission of the documents referred to in points (a), (b), and (c) of the preceding paragraph shall be waived by applicants who declare by honor commitment in their respective requirements the accurate situation in which they are in relation to the content of each of them, in separate points.

9 — Evaluation criteria in absolute merit.

Once the applications are duly instructed in accordance with the requirements of this announcement, admission in absolute merit of candidates will depend on the possession of a global curriculum that the

jury deems endowed with scientific and pedagogical merit as well as the ability to conduct research, compatible with the disciplinary area in which the tender is open.

The candidate is considered approved on absolute merit criteria, after being approved by an absolute majority of the voting members of the jury - where abstentions are not allowed - in a justified roll call.

10 — Selection method and evaluation criteria.

10.1 — The evaluation method to be used is curricular assessment, through which the technical-scientific performance, pedagogical capacity and the exercise of other relevant activities in the area in which the tender is open, are to be assessed:

- a) Technical-Scientific Performance (DTC) 40%;
- b) Pedagogical Capacity (PC): 40%;
- c) Other Relevant Activities (OAR): 20%.

10.2 — The following parameters will be taken into consideration when evaluating Technical-Scientific Performance (DTC)

10.2.1 — Academic Training (FA) (weighting 20%), to be evaluated through the following items:

- a) Holder of a doctoral degree in the area of Management or a Specialist Title in the same area;
- b) Post-graduate degrees and other courses considered relevant in the area of Management.

10.2.2 — Research and Development Projects in Management (PID) (weighting 20%), to be evaluated through the following items:

- a) Responsible for research projects (completed/ongoing) with evaluation and with external funding (e.g., FCT, European projects);
- b) Person in charge of other research projects (finished/ongoing);
- c) Collaborator of research projects (finished/ongoing) with evaluation and with external funding (e.g., FCT, European projects);
- d) Collaborator in other research projects (completed/ongoing).

10.2.3 — Publications and Communications in the area of Management (PC) (weighting of 40%), to be evaluated through the following items:

- a) Publication of articles in scientific journals indexed in Web of Science or Scopus;

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- b) Publication of articles in scientific journals with other indexations, in the last 5 years (since 2017 inclusive) (maximum of 10 articles);
 - c) Author or co-author of technical-scientific books;
 - d) Publications of book chapters with refereeing, in the last 5 years (since 2017 included) (maximum of 10 chapters);
 - e) Communications, oral or in poster form, presented in scientific events with arbitration, in the last 5 years (since 2017 included) (maximum 10 communications).

10.2.4 — Other Technical and Scientific Activities in the area of Management (OAT) (weighting of 20%), to be evaluated through the following items:

- a) Effective member of a research unit funded by FCT;
- b) Member of scientific committees or organizing committees of conferences or equivalent scientific events, in the last 5 years (since 2017 inclusive) (maximum 5 events);
- c) Supervision of completed doctoral theses, in the last 5 years (since 2017 included) (maximum of 5 supervision);
- d) Master's thesis/project/internship orientations completed, in the last 5 years (since 2017 included) (maximum of 10 orientations);
- e) Participation in juries of academic examinations and of teaching and research career tenders, as contestant or jury president, in the last 5 years (since 2017 included) (maximum 10 participations).

10.3 — In the assessment of Pedagogical Capacity (CP) the following parameters will be taken into consideration:

10.3.1 — Teaching Experience and Dedication in the area of Management (EDD) (weighting of 70%), to be evaluated through the following items:

- a) Teaching experience in polytechnic or university higher education, in curricular units in the scientific area for which the tender is open, in the last 10 years (since 2012 inclusive). Course units of Strategic Management, Operations Management and Logistics, and Organizational Behaviour should be increased by 100%;
- b) Number of course units taught with different contents in the last 10 years (since 2012 included);

c) Orientation and monitoring of students in internship, in the last 5 years (since 2017 inclusive) (maximum 10 internships);

d) Participation in pedagogical update events, in the last 5 years (since 2017 included) (maximum 5 events).

10.3.2 — Preparation of Pedagogical Material in Management (EMP) (weighting of 30%), to be evaluated through the following items:

a) Author or co-author of teaching support books, in the last 5 years (since 2017 inclusive) (books not included in the criterion of Technical-Scientific Performance);

b) Elaboration of textbooks to support teaching covering at least 75% of the subject of the Curricular Unit, in the last 5 years (since 2017 inclusive) (maximum of 1 element per CU with different contents);

c) Preparation of other teaching support printed notes covering at least 75% of the subject of the CU, in the last 5 years (since 2017 inclusive) (maximum of 2 elements per CU with different contents).

d) Participation in pedagogical updating events, in the last 5 years (since 2017 inclusive) (maximum of 5 events).

10.3.2 — Preparation of Pedagogical Material in Management (EMP) (weighting of 30%), to be assessed through the following items:

a) Author or co-author of teaching support books, in the last 5 years (since 2017 inclusive) (books not included in the criterion of Technical-Scientific Performance);

b) Elaboration of textbooks to support teaching covering at least 75% of the subject of the Curricular Unit, in the last 5 years (since 2017 inclusive) (maximum of 1 element per CU with different contents);

c) Preparation of other teaching support printed notes covering at least 75% of the subject of the CU, in the last 5 years (since 2017 inclusive) (maximum of 2 elements per CU with different contents).

10.4 — In the Evaluation of Other Relevant Activities (OAR) (100% weighting) the following items will be taken into consideration:

a) Professional experience in relevant activities outside academia, in the area of Management, in the last 10 years (since 2012);

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- b) Director, management and participation in collegial bodies, in the last 10 years (since 2012);
 - c) Participation in Erasmus+ international mobility programs (maximum 5 mobilities);
 - d) Doctoral or post-doctoral scholarship holder funded by FCT or equivalent entity.

11 — It is for the Jury to define the application of the parameters and evaluation items contained in this announcement's preceding paragraphs and organizing the final list of candidates admitted to the tender on absolute merit criteria.

12 — The evaluation and final classification system is as follows:

- a) The Final Classification (FC) of the candidates is expressed on a numerical scale from 0 to 100.
- b) The Final Classification of candidates results from the application of the following formula

$$CF=0.4 DTC (0.2 FA+0.2 PID+0.4PC+0.2OAT) +0.4 CP (0.7EDD+0.3EMP) +0.2 OAR$$

where:

- CF - Final Classification;
- DTC - Technical and Scientific Performance;
- FA - Academic Training;
- PID - Research and Development Projects;
- PC - Publications and Communications;
- OAT - Other Technical and Scientific Activities;
- CP - Pedagogical Capacity;
- EDD - Experience and Dedication to Teaching;
- EMP - Elaboration of Pedagogical Material;
- OAR - Other Relevant Activities.

13 — The Jury will be composed as follows

President (by IPSantarém President delegation of powers): Doutor Vítor Manuel Pina da Costa, Professor Coordenador da Escola Superior de Gestão e Tecnologia do Instituto Politécnico de Santarém.

Effective Members:

- Doutor Henrique José da Rocha O'Neill, Professor Associado com Agregação no Instituto Superior de Ciências do Trabalho e da Empresa /ISCTE - Instituto Universitário de Lisboa;
- Doutora Isabel Maria Loureiro Pais Esteves Martins, Professora Coordenadora na Escola Superior de Tecnologia e Gestão do Instituto Politécnico de Viseu;

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- Doutor Carlos Gomes da Silva, Professor Coordenador na Escola Superior de Tecnologia e Gestão do Instituto Politécnico de Leiria;
 - Doutor Jorge José Martins Rodrigues, Professor Coordenador no ISCAL - Instituto Superior de Contabilidade e Administração de Lisboa do Politécnico de Lisboa;
 - Doutor Amândio Pereira Baía, Professor Coordenador na Escola Superior de Tecnologia e Gestão do Instituto Politécnico da Guarda;

Substitute Members:

- Doutor Pedro Manuel Rodrigues Carvalho, Professor Coordenador na Escola Superior de Gestão do Instituto Politécnico de Castelo Branco.

14 - In the President of the Jury absence or impediment, the chair will be replaced by the first effective member.

15 - The jury may promote public hearings, in equal circumstances for all candidates, in accordance with ECPDESP paragraph b), n.º 4 of article 23.

16 - In compliance with paragraph h) of article 9 of the Constitution, the Instituto Politécnico de Santarém, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional progression, not accepting any form of discrimination.

17 — The tender dossier may be consulted by applicants who wish to do so in Serviços Centrais, Polytechnic Institute of Santarém, during office hours.

18 — This announcement will be disclosed in the following terms:

- a) In the *Diário da República*, 2nd series journal;
- b) On the Public Employment Exchange, available at www.bep.gov.pt, due on the 1st working day following the publication of this announcement in *Diário da República*;
- c) In the FCT official website, available at www.euraxess.pt, both in Portuguese and in English;
- d) In the IPSantarém official website;

Polytechnic Institute of Santarém, 24 January 2023

Professor João Miguel Raimundo Peres Moutão (President)



