

POLYTECHNICAL INSTITUTE OF SANTARÉM

NOTICE N.º

**SUMMARY: INTERNATIONAL PUBLIC DOCUMENTAL COMPETITION FOR THE PROVISION OF A PLACE FOR ADJUNCT PROFESSOR, IN THE MODALITY OF CONTRACT FOR WORK IN PUBLIC FUNCTIONS FOR AN UNDETERMINED TIME, FOR THE SCIENTIFIC AREA OF BIOLOGICAL SCIENCES, DISCIPLINARY AREAS: BIOLOGY, GENERAL MICROBIOLOGY, MICROBIOLOGY APPLIED TO AGRO-FOOD AND ENVIRONMENTAL SCIENCES IN AGROINDUSTRIES, AT THE POLYTECHNIC INSTITUTE OF SANTARÉM.**

1. It is made public that, by my order October 16, 2024, it is open, for a period of 30 working days, counting from the day immediately following the publication of this notice in the Diário da República, a documental competition for the provision of a place for Adjunct Professor for the scientific area of Agricultural and Animal Production, disciplinary areas Nutrition and Animal Feed, for the Escola Superior Agrária de Santarém (ESAS), at the Polytechnic Institute of Santarém (IPSantarém).

2. Applicable legislation:

2.1 — Career Statute for Polytechnic Higher Education Teaching Personnel (ECPDESP), approved by Decree-Law N.º. 185/81, of July 1, in its current version.

2.2 — Regulation of public tender for the hiring of teaching staff at the Polytechnic Institute of Santarém, Regulation n.º. 558/2010 published in the Diário da República, 2ª series, n.º. 122 of 25 June.

3. Workplace: Escola Superior Agrária de Santarém, Polytechnic Institute of Santarém.

4. Functional content and remuneration positioning: The general functions of teachers in polytechnic higher education as described in article 2º-A and paragraph 4º of article 3º of the ECPDESP. The remuneration position will be determined in accordance with the provisions of Decree-Law N.º. 408/80, of 18 November, with subsequent amendments.

5. Type of legal employment relationship: Employment contract in public functions for an indefinite period.

6. Validity of the contest: The contest is valid for the mentioned job position and ends with its filling or when it cannot be fully occupied, due to lack of candidates or insufficient number.

7. Requirements for admission:

7.1 - General requirements: by the end of the deadline for the submission of applications, comply with the admission requirements provided for in paragraph 1º of article 17 of the General Law of Public Service Work (LTFP), namely:

- a) Portuguese nationality; when not waived by the Constitution, by international convention or by special law;
- b) Age equal or superior to 18 years;
- c) Non-inhibition of the exercise of public functions or non-interdiction for the exercise of those that it proposes to perform;
- d) Physical robustness and psychological profile indispensable to the exercise of functions;
- e) Compliance with mandatory vaccination laws.

7.2 - Candidates of foreign nationality, except those of official Portuguese language, must deliver documents, valid under the legal terms, proving their proficiency in Portuguese language, both spoken and written, at an adequate level for the teaching tasks to be carried out.

7.3 Special requirements: Candidates who cumulatively meet the following requirements may apply to this competition:

- a) Be, by the deadline for the submission of applications, holder of a doctoral degree or title of specialist in the scientific area and related areas for which the competition is open (article 17.º do ECDESP);
- b) Have a technical-scientific curriculum that presents, respectively, the following minimum requirements: at least four indexed publications (SCOPUS or Web of Science), the scientific area/disciplinary areas for which the competition is open, including at least four publications in first, second, or last author;
- c) Candidates holding foreign qualifications must prove recognition of the doctor's degree, under the terms of the applicable legislation.

## **8. Form of submission of the application**

8.1 — Under the terms of article 18 of Regulation no. 558/1010, of 25 June, applications must be submitted exclusively in electronic format via the <https://recrutamento.ipsantarem.pt/> platform. When formalizing the application, if it contains any classified document that reveals commercial or industrial secrets, or secrets relating to literary, artistic, or scientific property, the candidate must expressly indicate this reservation, failing which the work in question may be freely accessed by any of the other candidates when consulting the file.

8.2 — Documents to be submitted: in accordance with the ECPDESP, and, in line with the RCCPDIPS, admission to the competition must also be accompanied by the following documents:

- a) One (1) copy of the *curriculum vitae* (CV) in digital format in a non-editable document (PDF). The CV must be organized according to the points indicated in the ranking grid, contained in this notice, items that are not presented in this way or incorrectly placed in the indicated items will not be considered.
- b) Declaration, under oath, that meets the requirements for establishing a public employment relationship set out in point 7.1;
- c) Declaration, under oath, that all information and documentation included in the application is authentic, without prejudice to effective proof, whenever requested;
- d) One (1) copy in digital format (PDF) of the Qualifications Certificates;
- e) One (1) copy in digital format (PDF) of the certificates and works mentioned in the CV.
- f) Declaration of authorization for sharing personal data (available on the IPSantarém website: <https://www.ipsantarem.pt/rh/pessoal-docente-procedimentos-concursais-em-curso/>)

8.3 - When submitting the application, the candidate must provide the strictly necessary data for the purpose, under the terms of this public notice, and must hide personal data that may exist in the documentation delivered, otherwise these data may be freely accessed by any of the other candidates, in process consultation.

8.4 — The CV, delivered in digital format, must include:

- a) Preamble containing the academic degrees and respective final classification, professional category and, if applicable, the position currently held;
- b) Detailed and contextualized description of the curricular elements, organized, obligatorily, in accordance with the operationalization of the parameters and criteria approved by the jury, specified in point 10, which constitutes a necessary condition for their quotation, excluding anything that is not properly ordered.

8.5 — All application documents indicated in point 8.2 must be submitted in Portuguese or English.

8.6 — The failure to present supporting documents of the CV presented by the candidate implies the non-valuation of the elements that should prove.

8.7 — Applications that are not properly instructed or do not meet the formal admission criteria for the competition, under the terms defined in current legislation and in this notice, will not be accepted. Submission of any required documentation after the stipulated period also determines the non-admission to the competition.

8.8 — Applications sent by email are not accepted.

9. Public hearings: If the jury deems it necessary to promote public hearings to focus on the candidates' curriculum vitae, they will be scheduled at the first jury meeting. The dates of the public hearings will be published on the institutional website and the candidates to whom it will apply will be notified, pursuant to article 19º of the RCCPDIPS.

10. Candidate selection and ranking criteria: In accordance with ECPDESP's 15.º-A and article 22.º of the RCCPDIPS, the general evaluation parameters and ordering of candidates, to ascertain the merit of the candidates for the functions to be performed, to whom the indicated weighting was attributed (%), are the following:

- a) Technical-Scientific and Professional Performance Component (CDTCP) relevant in the scientific area/disciplinary areas in which the competition is open: 40%;
- b) Component Pedagogical Capacity (PC) relevant in the scientific area/disciplinary areas in which the competition is opened: 40%;
- c) Component Other Activities (COA) relevant to the mission of the institution: 20%.

10.1 - In the evaluation of the Technical-Scientific and Professional Performance Component (CDTCP) (40%), the following parameters will be weighted, in the scientific area/disciplinary areas in which the competition is open:

a) Academic Training (FA):

- 1) Licenciante degree course - 3 points.
- 2) Master degree course - 5 points.
- 3) PhD or specialist title (DL 206/2009 of 31 August) - 10 points.
- 4) Postgraduate course - 3 points.

b) Quality and Dissemination of Research Activity Results (RAI):

- 1) Authorship of scientific books with arbitration: - 6 points per book with international edition; - 3 points per book with national edition;
- 2) Authorship of chapters in scientific books with arbitration: - 3 points per chapter in book with international edition; - 1.5 points per chapter in book with national edition;
- 3) Authorship of scientific articles in indexed journals, using the *Web of Science* /Scopus as reference: - 10 points per article in indexed journals.
- 4) Authorship of scientific articles in unindexed journals: - 1 point per article.
- 5) Technical publications: - 1.5 points per publication, up to a maximum of 30 points.

- 6) Participation in scientific events with presentation of papers:
- 6.1) Publications in indexed minute/proceedings: - 1.5 points per article; - 0.5 point per abstract;
  - 6.2) Oral/poster communication: 1/0.5 points for oral/poster communication at scientific events, up to a maximum of 30 points. The score to be attributed to each communication will consider the existence of peer review;
  - 6.3) Participation as a guest speaker in scientific events: 2 points per participation in events;
  - 6.4) Participation as a guest moderator in scientific events: - 1.5 points per participation in events.
- 7) Participation in organization committees/scientific committees of technical-scientific event: - up to 3 points per event.
- 8) Coordinator/editor of scientific publications with refereeing and legal deposit ISBN/ISSN: - up to 3 points per book or periodic.
- 9) Reviewer of scientific articles submitted to indexed journals — 1 point per article.
- 10) Evaluator of scientific research projects: 5 points per tender for funding programs.
- 11) Relevant professional activity in the disciplinary area or related areas in which the competition is open: - 1 point per year of professional activity, up to a maximum of 10 points.
- 12) Other activities considered relevant by the jury - other 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 funded international research and development projects: - 6 points per year of project if the candidate is responsible for the project; - 4 points per year of project if the candidate is responsible for the institution's participation in the project; if necessary, the score will be assigned in proportion to the completed twelfths.
  - 2) Member of funded international research and development projects: - 2 points per year of project; if necessary, the score will be assigned in proportion to the completed twelfths. Scoring in this item is not cumulative, in the same project, with the score described in 1).
  - 3) National funded research and development projects: - 3 points per year of project if the applicant is responsible for the project; - 2 points per year of project if the candidate is responsible for the institution's participation in the project; if necessary, the score will be assigned in proportion to the completed twelfths.

4) Member of funded national research and development projects: 1 point per year of project; if necessary, the score will be assigned in proportion to the completed twelfths Scoring in this item is not cumulative, in the same project, with the score described in 3).

d) Academic Work Orientation (OTA):

Supervision within the scope of studies leading to the degree of Doctor: 5/1 points for each completed PhD action/in progress.

e) Supervision of research fellows (OBI):

Orientations within the scope of research project grantees — 1 point per supervision of each completed grantee;

f) 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 3 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.

10.2 In the evaluation of the Pedagogical Component (PC) (40%) the following parameters will be weighted, in the scientific area and related areas in which the competition is open:

a) Teaching Functions (FD):

1) Number of semesters of teaching experience: – 1.5 points for each complete semester, up to a maximum of 30 points.

2) Number of different curricular units taught, per academic year, in the area for which the competition is open or related areas: - 4 points. A curricular unit of 5 ECTS/Semester/and/or4 hours/week will be used as standard.

3) For each responsibility of curricular units, per academic year (5 ECTS/Semester/and/or4 hours/week will be used as standard): - 3 points (first year)/1 point following years.

4) Participation in commissions/working groups in the preparation and creation/adaptation of study plans – 3 points per course.

b) Participation in Juries (PJ):

1) Participation in doctoral and master's juries, as arguer/ rapporteur – 3/1,5 points per doctoral/master's jury.

2) Participation in doctoral and master's juries, as a member of the jury – 1/0,5 points per doctoral/master's jury.

3) Participation in juries of Licentiate Courses / Technological Specialization Course (CTESP)/Others:  
- 0.5 / 0.25/0,25 points per jury of Licentiate Courses / Technological Specialization Course (CTESP)/Others.

c) Orientation of Dissertations and Works Leading to Academic Degree (ODT):

1) Completed studies leading to a master's degree or equivalent – 2 points per orientation.

2) Completed studies leading to a bachelor's or licentiate degree – 1 point per orientation, up to a maximum of 20 points.

3) Completed studies leading to the technological specialization course diploma (CTESP)/Others – 0.5 points per orientation, up to a maximum of 10 points.

10.3 — In the evaluation of the Other Activities Component (COA) considered relevant to the Institution's Mission (20%), the following parameters will be weighted:

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, considering their statutory hierarchy. If necessary, the score is given in the proportion of the twelfths fulfilled.

2) Participation in collegiate bodies. 30 points per term for presidencies; 25 for vice presidencies; 12 points per year per term for elected members with the function of secretariat the collegiate body; 10 points per term for elected members (not combinable with previous scores); 20 points per year for department coordination or equivalent; 15 points per year of office for head of department or institution laboratory(s) or equivalent; 15/7.5 per year for course director/deputy 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 and Others (AE+AEI+AF+PAS+PPO)

Giving relevance to the scientific areas in which the competition is open, the following will be considered: AE — Extension Activities; AEI — Relevant Teaching and Research Activities, namely Service to the Community within the scope of the Institution's Mission, Cooperation and Consultancy Service; AF — Training Activities for School Audiences (Basic and Secondary Education) and Continuous Training of Professionals in Various Areas; PAS — Participation Activities in Projects and Actions of Social Interest; PPO — Participation in National and International Projects and Organizations of Scientific, Professional or Cultural Interest. Will be awarded 1 point/activity/year, up to a maximum of 5 points.

11. Procedures foreseen for the public competition and respective calendar: The procedures and rules applicable to the competition are those contained in the RCCPDIPS.

11.1 — The assessment of the applications of candidates admitted to the competition will be carried out in accordance with the, parameters, items and approved weightings.

11.2 - According to the grid resulting from point 10, each member of the jury values each of the sub-components for each candidate.

11.3 — The results obtained from the application of the rules defined in point 11.1 will be subject to relativization, in the following terms: in each subcomponent, the candidate with the highest number of points obtained is assigned the value 100; the remaining candidates will be assigned a proportional value based on the candidate with the highest number of points.

11.4 — 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 (CDTCP), with a weighting of 35%; the Pedagogical Component (CP), with a weighting of 45%; 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:.

$$CF = 0,40*CDTCP + 0,40*CP + 0,2*COA$$



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11.5 — By unanimous decision of the jury, the CDTCP, CP and COA Components are applied parameters and weightings, according to the formulas below:

$$\text{CDTCP} = 0,1 \cdot \text{FA} + 0,35 \cdot \text{RAI} + 0,25 \cdot \text{PCI} + 0,05 \cdot \text{OTA} + 0,05 \cdot \text{OBI} + 0,15 \cdot \text{TC} + 0,05 \cdot \text{PBD}$$

$$\text{CP} = 0,6 \cdot \text{FD} + 0,2 \cdot \text{PJ} + 0,2 \cdot \text{ODT}$$

$$\text{COA} = 0,4 \cdot \text{CFA} + 0,6 \cdot (\text{AE} + \text{AEI} + \text{AF} + \text{PAS} + \text{PPO})$$

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On CDTCP: FA - Academic Training; RAI - Quality and Dissemination of Research Activity Results; PCI - Quality of Research Projects and Contracts; OTA - Academic Work Supervision; OBI - Supervision of Research Fellows; TC - Knowledge Transfer; PBD - Awards, Scholarships and Distinctions.

On CP: FD - Teaching Functions; PJ - Participation in Juries; ODT - Orientation of Dissertations and Works Leading to Academic Degree.

On COA: CFA - Exercise of Academic Positions and Functions; AE — Extension Activities; AEI — Relevant Teaching and Research Activities, namely Service to the Community within the scope of the Institution's Mission, Cooperation and Consultancy Service; AF — Training Activities for School Audiences (Basic and Secondary Education) and Continuous Training of Professionals in Various Areas; PAS — Participation Activities in Projects and Actions of Social Interest; PPO — Participation in National and International Projects and Organizations of Scientific, Professional or Cultural Interest.

11.6 — In the event of a tie between candidates, after obtaining the final classification, the following tie-breaking criteria will be applied successively:

- a) Best total score obtained in CP;
- b) Best total score obtained in FD.

11.7 — The deliberations of the jury will be taken through reasoned nominal voting, by an absolute majority of the votes of the members present at the meeting, abstentions not being allowed, and under the conditions referred in paragraph c) of point 2 of article 13<sup>o</sup> of the RCCPDIPS.

## 12. Notification of Candidates

12.1 — Candidates are notified in accordance with article 19<sup>o</sup> of the RCCPDIPS;

12.2 — The lists of unsuccessful candidates, the ordered list of candidates approved in absolute merit and the homologation act will be communicated to the candidates, under the terms of articles 19<sup>o</sup> and 25<sup>o</sup> of the RCCPDIPS.

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12.3 — Candidates can consult the full competition process by prior appointment, during opening hours, at the Human Resources Department of the Escola Superior Agrária de Santarém, Quinta do Galinheiro, S. Pedro, 2000 Santarém.

13 — The presentation of a false document determines the immediate exclusion from the competition and the report to the competent authority for the purposes of criminal proceedings.

14 — In compliance with paragraph h) of article 9º of the Constitution of the Portuguese Republic, IPSantarém, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional progression, scrupulously providing for avoid all forms of discrimination.

15 — This competition will be entered (registered) in the BEP (Public Employment Exchange), until the 2<sup>nd</sup> working day after the present publication in the Diário da República, under the terms of Decreto-Lei n.º 78/2003, of april 23 , inserted on the website of the Foundation for Science and Technology, in Portuguese and English, as well as, on the website of IPSantarém.

16 — Composition of the jury. The jury, appointed by Despach n.º 14364 /2024, of november 22, is made up of the following elements:

President:

*PhD Paulo Reis Branco Pardal, by delegation of powers, Coordinating Professor of the Escola Superior Agrária de Santarém, Instituto Politécnico de Santarém.*

Effective members:

*PhD António Pedro Andrade Vicente, Coordinating Professor of the Escola Superior Agrária de Santarém, Instituto Politécnico de Santarém;*

*PhD Maria Rosa Rebordão Simões Crisóstomo, Coordinating Professor of the Escola Superior Agrária de Coimbra, Instituto Politécnico de Coimbra;*

*PhD José Pedro Araújo, Coordinating Professor of the Escola Superior Agrária de Ponte Lima, Instituto Politécnico de Viana do Castelo;*

*PhD Carolina Maria Balão da Silva, Coordinating Professor of the Escola Superior de Biociências de Elvas, Instituto Politécnico de Portalegre*

Substitute members:

*PhD José Pedro Pestana Fragoso de Almeida, Coordinating Professor of the Escola Superior Agrária de Castelo Branco, do Instituto Politécnico de Castelo Branco.*

Santarém, February 10, 2025,

The President of the Polytechnical Institute of Santarém

Professor Doctor João Miguel Raimundo Peres Moutão