

NOTICE INTERNATIONAL SELECTION PROCEDURE FOR HIRING A DOCTORATE

Notice of opening of international selection procedure for hiring a doctorate under Decree-Law n.º 57/2016, of 29th of August, under the Highly Qualified Human Resources Hiring Program (RHAQ), Notice N.º ALT20-59-2019-24, co-financed by the European Social Fund, through the ALENTEJO 2020 Program (Reference IPP/RHAQ/GESTÃO/0001/2021).

By order of 20 of January of 2021, of the President of the Polytechnic Institute of Portalegre (hereinafter IPP or Institute), it has been authorized the opening, for a period of 10 working days from the date of publication of this notice in *Diário da República*, an international selection for hiring one doctoral researcher, in the scientific area of Management and / or Economics, in the form of a fixed term work contract, for a period of 36 months, under the Decree-Law n.º 57/2016, of 29th of August, in its current wording, and the Highly Qualified Human Resources Contracting Program (RHAQ), Notice n.º ALT20-59-2019-24, with Reference IPP/RHAQ/GESTÃO/0001/2021, for the exercise of scientific research activities within the scope of transfer and knowledge valorization (TVC), with the purpose of promoting the development of service provision activities and transfer and knowledge valorization (TVC) for the universe of companies, contributing to the active participation of the national scientific and technological system, of which IPP is an integral part, in the enhancement of business innovation, enhanced by the network of companies that in recent years have been working in conjunction with the Institute. The Doctorate to be hired will exercise his activity in the IPP's BioBIP business incubator (BioBIP IN, BioBIP Energia and BioBIP Fab.lab), in order to increase the business skills in I&I of the incubated companies, as well as intensify interactions between companies and other interface institutions / technological infrastructures, benefiting from the experience acquired in the meantime and from the tendencies inherent to the best practices in the area, thus allowing for a deeper sharing of resources and the creation of synergies within the regional economic fabric.

1. Applicable legislation:

- a) Decree-Law n.º 57/2016, of 29th of August, in its current wording, which approves a regime for hiring doctorates aimed at stimulating scientific and technological employment in all areas of knowledge (RJEC);
- b) Law n.º 35/2014 of 20th of June, in its current wording, which approves the General Labor Law in Public Functions (hereinafter referred to as LTFP);
- c) Ordinance n.º 125-A/2019, of 30th of April, in its current wording, which regulates the conduct of the tender procedure for recruitment;
- d) Regulatory Decree n.º 11-A/2017, of 29th of December, which defines the remuneration levels provided for in the regime for hiring doctorates approved by Decree-Law n.º 57/2016, of August 29;
- e) Ordinance n.º 1553-C/2008, of 31st of December, which approves the single remuneration table for workers who exercise public functions, which was updated by Decree-Law n.º 10-B/2020, of March 30;
- f) Decree-Law n.º 4/2015, of 7th of January, which approves the Administrative Procedure Code.

2. Under the terms of article 16 of the RJEC, in its current wording, this tender procedure is exempted from the authorization of the members of the Government responsible for the areas of finance and Public Administration, namely, that referred to in paragraph 3 of article 7 of Law n.º 35/2014, of 20th of June, in its current wording;



obtaining the prior favorable opinion of the members of the Government responsible for the areas of finance and Public Administration, referred to in paragraph 5 of article 30 of the LTFP, in its current wording; and the procedure for recruiting workers in a situation of requalification, referred to in article 265 of the LTFP.

3. Functions to perform:

- a) Promotion of entrepreneurial initiatives aimed at improving the education and training processes of the incubated companies;
- b) Creation of support strategies for companies with research and development (R&D) activities;
- c) Participation in pedagogical structures, promoting and dynamizing processes to improve entrepreneurial and business activities;
- d) Creation and promotion of activities that can contribute to a greater alignment between research and innovation that is produced and the effective needs of companies;
- e) Promotion and support for national and international projects with a high social economic impact;
- f) Support for technology-based entrepreneurship;
- g) Any other tasks/projects that are requested and are within the scope of their qualifications.

4. In accordance with article 13 of the RJEC, in its current wording, the competition jury has the following composition:

President: Professor Doctor Luís Loures, Vice-President of the Polytechnic Institute of Portalegre;

1st Member: Professor Doctor João Emílio Alves;

2nd Member: Professor Doctor Paulo Ferreira;

1st Substitute Member: Professor Doctor Paulo Brito;

2nd Substitute Member: Professor Doctor Valentim Realinho.

The president of the jury will be replaced in his absences and impediments by the first effective member.

5. The workplace is located in the BioBIP Building of IPP, at Campus Politécnico n.º 10, 7300-555 Portalegre, Portugal, or others, according to the requirements and needs of the RHAQ Program.

6. The gross monthly remuneration to be attributed is that fixed for level 33 of the Single Remuneration Table (TRU), under the terms of paragraph a), of paragraph 1, of article 15 of the RJEC, of Regulatory Decree n.º 11-A/2017, of 29th of December, and Ordinance n.º 1553-C/2008, of 31st of December, with value updated by Decree-Law n.º 10-B/2020, of 30th of March, which corresponds to € 2.134,73.

7. To the contest may be opponents national, foreign and stateless candidates who hold a doctoral degree in Management / Economics and hold a scientific and professional curriculum that reveal a profile appropriate to the activity to be developed, namely, professional experience in transfer and knowledge valorization (TVC) activities, publications relevant to the area in which the competition is open, experience in participating in projects in the area in which the competition is open, and other relevant activities in the area in question that the contest is open. If the doctorate was awarded by a foreign higher education institution, the registration/recognition of the degree in Portugal must comply with the provisions of Decree-Law n.º 66/2018, of 16th of August and related legislation, with any formalities established there be met by the application deadline.

8. Admission requirements:

8.1. General requirements for admission to the competition are those defined in article 17 of the LTFP.

8.2. Special requirements are those defined in point 7.

8.3. Preferred factors are:



- i. Computer skills at the intermediate level, with mastery of word processing tools, spreadsheets, production of presentations and statistics;
- ii. Professional experience in companies;
- iii. Fluency in English, spoken and written;
- iv. Experience in project management functions;
- v. Experience in networking activities.

9. Evaluation of Applications

9.1. Under the terms of article 5 of the RJEC, the selection is made through the evaluation of the scientific and curricular path of the candidates, with the relevance, quality and timeliness of the scientific production and professional activity considered most relevant by the candidate, for the project in the area which the competition is open, considering:

- a) The scientific, technological, cultural or artistic production of the last 5 years considered most relevant by the candidate;
- b) Applied or practice-based research activities carried out in the last 5 years and considered to have the greatest impact by the candidate;
- c) The activities of extension and dissemination of knowledge developed in the last 5 years, namely in the context of the promotion of culture and scientific practices, considered most relevant by the candidate;
- d) Activities in the management of science, technology and innovation programs, or experience in observing and monitoring the scientific and technological system or higher education, in Portugal or abroad.

9.2. The five-year period referred to in point 9.1., may be extended by the jury, at the request of the candidate, when based on suspension of scientific activity for socially protected reasons, namely, for reasons of parental leave, prolonged serious illness, and other legally protected situations of unavailability for work.

9.3. The evaluation criteria are:

9.3.1. Adequacy and merit of the academic curriculum of the candidate taking into account the area of call for competition, with the following parameters and weighting factors:

- a) Scientific, technological, cultural or artistic production (30%):
 - i. Scientific impact and quality of works, related to the scientific area in which the competition is open - 40%;
 - ii. Scientific publications in international journals with scientific arbitration in which he/she is author or co-author - 40%;
 - iii. Participation in the team of national or international projects - 20%;
- b) Research activities applied or based on the practice developed in the last five years, including partnerships with companies and public administration (30%);
- c) Activities of extension and dissemination of knowledge developed in the last five years, namely in the context of the promotion of culture and scientific practices, considered most relevant by the candidate (10%);
- d) Activities of management activities of science, technology and innovation programs, or experience in observing and monitoring the scientific and technological system or higher education, in Portugal or abroad (10%).

9.3.2. Other merits of the candidate, in accordance with the provisions of point 8.3 of this notice (20%).

9.4. Serialization

9.4.1. The weight of each defined criterion will be as follows:

- a) 80% in sub point 9.3.1 .;
- b) 20% in sub point 9.3.2.

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9.4.2. Candidates will be ranked by the Candidate's Scientific and Curricular Assessment (APCC) after applying the formula: $APCC = 0,8 \times 9.3.1. + 0,2 \times 9.3.2.$

9.4.3. The three candidates ranked first, second and third, may be invited to a public interview (E), if the jury considers it pertinent to hear the candidates, which will be held in English and may be by videoconference. In this case, after this phase, the three candidates will be ranked by their final classification, resulting from the application of the following formula: $CF = (APCC \times 0,9) + (Ex \times 0,10).$

10. The system of final classification of candidates is expressed on a scale of 0 to 20 values, considering the valuation up to hundredths.

11. The jury deliberates by means of a nominal vote based on the selection criteria adopted and disclosed, with no abstentions.

12. Records of the jury meetings are drawn up, containing a summary of what has occurred in them, as well as the votes cast by each of the members and the respective reasons, being provided to the candidates whenever requested.

13. After completing the application of the selection criteria, the jury proceeds to draw up the ordered list of approved candidates with the respective classification.

14. The final decision of the jury is approved by the top manager of the institution, who is also responsible for deciding on hiring.

15. Formalization of applications:

15.1. Applications are formalized, mandatorily, by means of a request, addressed to the President, which contains the identification of this notice, full name, affiliation, number and date of the identification document, tax identification number, date and place of birth, nationality, marital status, profession, residence and contact address, including email address and telephone contact, available on the IPP website, at <https://pae.ipportalegre.pt/repositoryInterface/infoinstitucional/recursos humanos/recrutamento>, Investigation menu.

15.2. The application is accompanied by documents proving the conditions provided for in points 7 and 8 for admission to this competition, namely:

- a) Copy of certificate or diploma;
- b) Detailed curriculum vitae, structured according to the items in sub-points 9.1. and 9.3.;
- c) A letter of motivation (with a maximum length of 750 words) describing the suitability of the candidate and the relevance of his scientific path to the open position, written in English;
- d) Other relevant documents for the evaluation of the qualification in a related scientific area;
- e) Other documents that the candidates consider relevant.

15.3. Candidates present their requirements and supporting documents, in Portuguese or English, preferably in digital format, in PDF format, to the email address candidaturas.gii@ipportalegre.pt, or in person at the Instituto Politécnico de Portalegre – Divisão de Recursos Humanos (DRH), Serviços Administrativos, Praça do Município, n.º 11, 7300-110 Portalegre, Portugal, during office hours, or by post to the same address. When sent by post, the mail must be registered, with acknowledgment of receipt, sent until the last day of the deadline for the opening of the competition.

16. Candidates who incorrectly formalize their application or who do not prove the requirements of this competition are excluded from admission to the competition. The jury has the power to require any candidate, in case of doubt, to present supporting documents for their statements.

17. False statements made by candidates will be punished under the law.

18. Notification of candidates:

18.1. In accordance with the provisions of paragraph 1 of article 10 and of article 22 of Ordinance n.º 125-A/2019, of 30th of April, in the current wording, candidates excluded will be notified by email, indicated by the applicant in the application, with receipt of delivery of the notification, for the hearing of interested parties, under the terms of the Code of Administrative Procedure.

18.2. Without prejudice to the provisions of the previous point, in accordance with the provisions of paragraph 1 of article 10 of Ordinance n.º 125-A / 2019, of 30th of April, in the current wording, all candidates will be notified by post email, indicated by the applicant in the application, with receipt of delivery of the notification.

19. After applying the selection methods, the final draft list of candidates for the final ordering is notified to them as provided in point 18 of this notice, for the purpose of holding a hearing for interested parties, under the terms of the Administrative Procedure Code. and paragraph 1 of article 28 of Ordinance n.º 125-A / 2019, of April 30, in the current wording.

20. Publication of the results obtained in each selection method is made through a list, ordered alphabetically, posted in a visible place in the Central Services of IPP, and made available on its website, at www.ipportalegre.pt,
<https://pae.ipportalegre.pt/repositoryInterface/infoinstitucional/recursos humanos/recrutamento>, Investigation menu.

21. Publication of the unitary list of final ordering of candidates: The unitary list of final ordering of candidates, after approval, is published in the 2nd series of *Diário da República*, posted in a visible place in the Central Services of IPP, and made available in its website, at www.ipportalegre.pt, <https://pae.ipportalegre.pt/repositoryInterface/infoinstitucional/recursos humanos/recrutamento>, Investigation menu.

22. The present competition is exclusively intended to fill the indicated vacancy, and may be terminated until the final ranking list of candidates is approved and expires with the respective occupation of the job on offer.

23. Non-discrimination and equal access policy: IPP actively promotes a policy of non-discrimination and equal access, so that no candidate can be privileged, benefited, harmed or deprived any right or exemption from any duty due, in particular, to ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, origin or social status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic or race origin, territory of origin, language, religion, political or ideological beliefs and union membership.

24. Pursuant to Decree-Law n.º 29/2001, of 3rd of February, the candidate with a disability has a reference in equal classification, which prevails over any other legal preference. Candidates must declare on the application form, under honor, the respective degree of disability, the type of disability and the means of communication / expression to be used in the selection process, under the terms of the aforementioned diploma.

25. Data protection: Once the application has been submitted, the IPP legitimately proceeds with the processing of the candidate's personal data, made available by him/her, under the legislation on the protection of personal data in force, provided for in Regulation (EU) 2016/679 of the European Parliament and of the Council of 27th of April 2016, on the protection of individuals with regard to the processing of personal data and the free movement of such data and in Law n.º 58/2019, of 8th of August. In order to comply with the project's legal financing obligations, IPP is subject to making the tender process available to the financing entity.

26. Publication of the Notice: Under the terms of paragraph 2 of article 11 of the RJEI and of article 11 of Ordinance n.º 125-A / 2019, of 30th of April, in the current wording, this notice will be published in the 2nd Series of *Diário da República*, by excerpt, on the Public Employment Exchange, fully, on the website www.bep.gov.pt, on the FCT website <http://www.eracareers.pt/>, and on the website of the Polytechnic Institute of Portalegre.

Portalegre, 02nd of February of 2021

The Administrator of the Polytechnic Institute of Portalegre

