

Public Notice –Tender for the recruitment of a “Professor Adjunto”

1 — Under the terms set in the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), Decree-Law 185/81 of July 1st, as amended by Decree-Law No. 69/88, of March 3rd and by the Decree-Law No. 207/2009 of 31st August, republished as an annex to the Decree-Law 207/2009 of 31st August, and amended by Law No. 7/2010 of 13th May, it becomes public that by my Order of 20th December 2017 it is now open for a period of thirty working days from the date of publication of this Announcement in the Diário da República [the Official State Publication], invitation to applications based on documentation for recruitment of a “Professor Adjunto”, in the form of an employment contract in public functions for an indefinite time, with a five year trial period, to the subject area of Multimedia, for the Courses of the School of Technology and Management of the Polytechnic Institute of Portalegre.

2 — Workplace:

The place of work is the Polytechnic Institute of Portalegre, Praça do Município, 11, 7300-110 Portalegre (IPP), or any other place where IPP carries on activities.

3 — Number of posts to fill — One (1).

4 — Type of legal relation of employment to be established

Employment contract in public functions for indefinite period, with a trial period of five years, by the provisions of the article 10-B of the ECPDESP.

5 — Validity period

5.1 - Applications will be considered only for the position here opened and they are to expire when the vacancy is taken or by absence of candidates.

5.2 - The tender may also be terminated by duly reasoned Act of the President of the Polytechnic Institute of Portalegre, respecting the general principles of administrative activity as well as the legal limits, regulations, and tenders.

6 — Admission requirements:

6.1 — To hold a PhD degree or the title of specialist in the field or related area for which the invitation to application is opened in, with experience (teaching/research/professional activity). In one or more of the following areas: 2D and 3D animation; user-interface design; user experience; and, cumulatively, knowledge of computer graphics and human-computer interaction. To this tender can be opponents the candidates who are in accordance with the conditions set in article 17th of the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), republished by Decree-Law 207/2009 of 31st August and amended by Law No. 7/2010 of 13th May and articles 9 and 14 of Decree-Law No. 207/2009, of August 31, amended by article 3rd of the Law No. 7/2010, of May 13._

6.2 — To be proficient in the Portuguese written and spoken language. In case of not being native from countries with Portuguese as an official language, the applicant may be subject to specific examinations.

6.3 — Opponents to the contract who are holders of qualifications obtained abroad must

certify the acknowledgment, recognition or registration of the PhD degree, in accordance with applicable law.

7 — Functions and functional content of the category

The “professor-adjunto” is responsible for the functions listed in articles number 2 – A and numbers 3 and 4 of the ECPDESP.

8 — Remuneration position (article 35th, number 1 of the ECPDESP)

The payment system applied to the career teachers and to the teaching staff hired beyond the career is included in a separate law.

9— Formalization of the application

9.1— The application must be submitted in paper form.

9.2 — The application must be submitted in person, against receipt, or by post, by registered mail with acknowledgement of reception, to the following postal address of the Polytechnic Institute of Portalegre: Praça do Município, 11, 7300-110 Portalegre, until the deadline for the applications submission referred to in number 1 of this Notice.

9.3— The application is presented through the application requirement addressed to the President of the Polytechnic Institute of Portalegre, and must contain, among others, the following elements:

9.3.1 — Identification of the candidate by name, date of birth, nationality, civil and tax identification number, mailing and email address and phone numbers;

9.3.2 - Identification of the tender, public notice number, mentioning the “Diário da República” in which it was published;

9.3.3 — Identification of the category and the institution where teaching service is presently provided, when applicable, and currently hold position.

9.3.4 — Indication of the academic degrees and titles held by the candidate;

9.3.5 — Signed statement in which the candidate declares the truth of the elements or facts contained in the application;

9.3.6 — List of documents accompanying the application.

9.4 — The following documentation must be included in the application:

9.4.1— Two paper copies of the detailed curriculum vitae, dated and signed, and a digital copy of this curriculum;

9.4.2—Two copies of the works and documents, one in paper and the other one in digital form, for the assessment defined in number 12.4 of this announcement. The documentation should be organized by the criteria of scientific performance, pedagogical skills, and other relevant activities and by the parameters defined in the numbers 12.4.1 to 12.4.3;

9.4.3—If any of the works or documents isn’t available in the digital format, the digital copy should be replaced by the number of paper copies corresponding to the number of members of the jury;

9.4.4—Certificate attesting the title and the date of obtaining the degree and qualifications required for the application opening;

9.4.5— Photocopy of the identity card or citizen card;

9.4.6— Certificate of criminal record;

9.4.7—Evidence of physical and mental robustness, indispensable to the exercise of the functions;

9.4.8— Updated bulletin of mandatory vaccination.



9.5—The documents alluded on 9.4.6, 9.4.7 e 9.4.8 of the preceding paragraph may be replaced by a declaration in the application where applicants declare, under oath, in separate paragraphs, about the precise situation where they stand for each of these requirements. The documents required in the public notice must be either originals or authenticated.

9.6— Candidates who perform duties at the Polytechnic Institute of Portalegre, are exempted from submission of certification documents that already exist in their individual processes.

9.7— Failure to accomplish the deadline set for the submission of the application, as well as the lack of presentation or presentation outside the stipulated time of the documents referred to in points 9.4.1 a 9.4.8 in this public notice, required by law under this notice, shall result in exclusion from the procedure.

9.8— The submission of a false declarations determines the immediate exclusion from the tender.

9.9—The process is available for consultation at Praça do Município, nº 11, 7300-110 Portalegre, during normal business hours.

10 — Composition of the Jury

The Jury consists of the following elements:

10.1 — President — Professor Doutor Luís Carlos Loures, Vice-Presidente do Instituto Politécnico de Portalegre;

10.2 — Members:

Professor Doutor Nuno Manuel Robalo Correia, Professor Catedrático da Faculdade de Ciências e Tecnologia da Universidade Nova de Lisboa;

Professor Doutor Joaquim Armando Pires Jorge, Professor Catedrático do Instituto Superior Técnico da Universidade de Lisboa;

Professor Doutor Fernando Amílcar Bandeira Cardoso, Professor Catedrático da Faculdade de Ciências e Tecnologia da Universidade de Coimbra;

Professor Doutor Abel João Padrão Gomes, Professor Associado com Agregação da Universidade da Beira Interior;

Professor Doutor António Augusto de Sousa, Professor Associado da Faculdade de Engenharia da Universidade do Porto.

10.2—Deliberations of the jury:

10.2.1—The jury can deliberate when the President and at least two-thirds of its members are present, and when the majority of its members is external.

10.2.2— The jury deliberations are taken by an absolute majority of votes of members present at the meeting, no abstentions being allowed.

11—The minutes of the jury are available for consultation, at the candidate's request, at Praça do Município, 11, 7300-110 Portalegre, during normal business hours.

12—Method and criteria of selection

12.1— The method of selection is by curricular evaluation, which aims at assessing the technical-scientific and professional performance, the pedagogical skills and the performance in other activities relevant to the mission of the Polytechnic Institute of Portalegre.

12.2— The curricular evaluation must consider and weight the following criteria, in accordance with the requirements of the functions corresponding to the category to which the present job offer application is related to:

12.2.1 — Technical scientific and professional performance of the candidate;

12.2.2 — Pedagogical skills of the candidate;

12.2.3 — Other activities relevant to the mission of the Polytechnic Institute of Portalegre which might have been developed by the applicant.

12.3— The criteria set forth in the preceding paragraph are assigned the following weighting factors:

12.3.1 — Technical-scientific and professional performance: 35 %;

12.3.2 — Pedagogical skill: 40 %;

12.3.3 — Other relevant skills: 25 %.

12.4— Evaluation parameters:

On the application of the criteria referred to in the preceding article the following parameters will be assessed:

12.4.1 — Technical-scientific and professional merit:

Grades and academic and professional titles obtained; Relevant courses in the area of for which this tender is open; Scientific production (books, papers published in Journals and book Proceedings of international / national Congress, with referees; Communications presented in Congresses, Conferences and Scientific Seminars); participation in international / national Congresses; Participation in Research & Development Centers; Projects and Research developed; Awards and distinctions; Member of scientific committees of national / international conferences; external evaluator of research projects or technical-scientific papers; Jury of academic events; Other and teaching staff applications in polytechnic or university institutions); other technical-scientific and professional activities that the Jury may find relevant for the area in which the application is open.

12.4.2— Pedagogical Skill:

Experience in Higher Education Institutions; Diversity of Curricular Units taught (subject matters and Cycle of Studies); Coordination and/or participation in the development of curricular programs; Coordination, participation and development of pedagogical projects (new courses and study programs, course evaluation); Seminars, Training Courses, and Extracurricular Curricular Units; Supervision of Internships and Projects; Pedagogical performance evaluation; Pedagogical materials published and made available.

12.4.3— Other relevant activities:

Participation in the activities of governing and management bodies of higher education institutions and research (“General Board”, Pedagogical Board, Technical–Scientific Board, Head of Department/ Scientific Area, Course Coordinator, Research Unit Coordinator); Participation in institutional groups and/or work commissions and in institutional dissemination actions; Participation in the organization of scientific, artistic and cultural events; Participation in cooperation/intervention activities in the surrounding community; Participation in Juries of non-academic nature; Other activities the Jury considers relevant to the area in which the application is now open.

13 – Under paragraphs a) and b) of number 4 of Article 23 of the ECPDESP, the jury may ask the candidates for additional documentation related to the submitted curriculum vitae and promote public hearings, on equal terms to all candidates.

14— Participation of the parties and decision:

The final sorting project is notified to applicants, for the purposes of conducting the hearing of the concerned parties in accordance with articles 100 and following of the Administrative Procedure Code.

15— Contract Celebration:

The President of the Polytechnic Institute of Portalegre may decide not to celebrate the contract, in case there is a reduction of the State Budget appropriation which does not allow for the existence of available budget.

16 — Publication of the notice:

In addition to publication in the 2nd Series of the “Diário da República”, this notice is also published

16.1 — On public employment web site;

16.2 — On the Fundação para a Ciência e a Tecnologia (FCT), IP, website, in Portuguese and in English.

16.3 — On the Polytechnic Institute of Portalegre website, in Portuguese and in English

17 — In compliance with paragraph h) of Article 9 of the Constitution of the Portuguese Republic, Public Administration, the Polytechnic Institute of Portalegre, as employer, actively promotes a policy of equal opportunities between women and men in access to employment and professional development, scrupulously providing to avoid any form of discrimination.

20th december 2017 — The President of the Polytechnic Institute of Portalegre, Albano António de Sousa Varela e Silva

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