

Lisbon Polytechnic Institute

Public Notice

Under the terms and conditions of Articles 3, 5, 10-B, 17 and 29-B of the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), approved by Decree-Law No. 185/81, of 1 July, in its republication as it appeared in Decree-Law No. 207/2009, of 31 August, and by Law No. 7/2010, of 13 May, together with Order No. 1979/2010, published in Diário da República, Series II, No. 19, of 28 January, amended by Amendment Declaration No. 244/2010, published in Diário da República, Series II, No. 26, of 8 February, which approved the Regulations for Applications for the Recruitment of Teaching Staff for the Lisbon Polytechnic Institute (IPL), it is hereby made public, by order of the President of the Lisbon Polytechnic Institute, of 14 October 2022, in Article 92(1)(d) of Law No. 62/2007 of 10 September, and Article 26(1)(d) of the Normative Order No. 20/2009 of 13 May, published in the Diário da República Series II No. 98, of 21 May, that, for a period of 30 working days from the publication of the present public notice in Diário da República, a recruitment selection process is opened for a teaching vacancy for an Adjunct Professor at the Lisbon Engineering School of the Lisbon Polytechnic Institute for the year of 2022, for the Mechanical Engineering Department, in the Mechanical Design and Maintenance Subject area

1. Time period - The selection process ends once the vacancy contained in the public notice is filled, as provided for in Article 38 of Order no. 1979/2010, of 28 January.
2. Functional Content - As described in Article 3(4) of ECPDESP.
3. Applicable legal relation mode - Public service employment contract for an indefinite period with a trial period of five years, in accordance with Article 10-B of ECPDESP.
4. Admission Requirements - Applications for the above-mentioned post should meet the conditions laid down in Article 17 of ECPDESP and hold a PhD or Specialisation in Mechanical Engineering. Absolute merit is gauged on the basis of the applicant's curriculum vitae, relevant in the area which the present Public Notice refers to, under the terms laid down in paragraphs 9 and 10 above. Applicants who, in the jury's assessment, are ranked below 50% overall, or are ranked below 20%, 20% and 10%, in criteria 10 (B.) a), b) and c), respectively, shall be excluded.
5. Applications - Formal applications should be submitted to the President of the Polytechnic Institute of Lisbon, sent to the following email address: cd.pa.dem.PMM.03@isel.pt.
6. Application requirements - Submission of the following information is mandatory: full name; parents' names; date and place of birth; number and date of identification document; home address and telephone number; marital status; academic qualifications and final grade; professional category and position currently held; identification of the position the applicant is applying for and of the Diário da República in which the present public notice was published; as well as any other information deemed relevant in order to assess the suitability of the interested parties.
7. Documents to be submitted together with the application:

- i) Identity card or citizen card (exclusion is not applicable for failure to present the identification document, upon presentation of an alternative document, proving the necessary requirements for the exercise of public functions);
- ii) Criminal record certificate;
- iii) Medical certificate confirming the applicant's physical condition and psychological profile to perform public service, issued by a practising doctor;
- iv) Compulsory vaccination record, duly updated;
- v) Documents proving that the applicant meets the legal provisions stipulated in paragraph 4 of the present public notice;
- vi) Detailed Curriculum Vitae in digital PDF format, dated and signed by applicant, taking into account the criteria and evaluation parameters contained in point 10 of this Public Notice. Failure to do so may result in exclusion from the competition;
- vii) Scientific-Pedagogical Project in digital PDF format: This document should include the applicant's proposed activities during his/her first five years as an Adjunct Professor, explaining how he/she can contribute towards the progress and development of the subject area in question from a scientific, pedagogic and social cooperation standpoint;
- viii) Only those items for which the applicant can provide objective proof will be considered eligible for examination.
- ix) Complete list of all submitted documentation.

7.1 Whenever appropriate, the jury reserves the right to request further documentation related to the submitted curriculum vitae.

8. Exemption from the submission of documents - Exemption from the submission of the documents mentioned in ii), iii) and iv) of the previous paragraph may be granted to applicants who declare in their application, under separate headings and on their word of honour, their exact situation with respect to the content of each of these items.

8.1 Applicants who are currently employed in the IPL are exempt from submitting such documents as they are already included in the respective records. This should be clearly stated in their application.

9. Information to be provided in the curriculum vitae:

- i) Academic qualifications (degrees, grades, dates and institutions where they were obtained);
- ii) Other certified training, including the respective grades, dates, duration and awarding institutions;
- iii) Professional experience in the subject area in question;
- iv) Technical-scientific experience in the subject area in question:
 - (1) articles and other scientific and technical works published (a copy of the work should be provided in digital PDF format);
 - (2) participation in research and innovation projects (the information provided should allow for an assessment of the applicant's degree of involvement and responsibility, amounts of financing, team and duration of the projects, the outcomes achieved and their impact on society);
 - (3) Supervision and participation in academic juries;
 - (4) Participation in/organisation of meetings, seminars and other events of a similar nature (the information provided should allow for an assessment of the applicant's type of participation and responsibility), and participation in editorial activities and in technical-scientific organisations;

- v) Pedagogical experience, namely: teaching activity; teaching material produced (a copy of the works in digital PDF format must be provided); coordination, participation and promotion of pedagogical projects (the information provided should enable the assessment of the skills involved, the applicant's responsibility and the quality of the work produced);
- vi) Other experiences considered relevant to the selection process, namely those of an institutional scope and of the economic and social value of the knowledge.

10. Selection criteria and classification of applicants: In compliance with the terms of article 15-A of ECPDESP and Order no. 1979/2010 of 12 January, published in Diário da República, Series II, no. 19 of 28 January, the Jury approved, at a preliminary meeting on 08 November 2022, the following criteria, indicators and considerations, with a view to assessing and classifying applicants, and the curriculum vitae should be organised according to the same criteria:

- A. The jury will proceed with a reasoned assessment, in writing, taking into account, for the parameters in which it is applicable, the technical-scientific value, quantity, quality, diversity, relevance, current status and experience in the subject area in question;
- B. Considering the aspects referred to in the previous numbers, each member of the jury will prepare a shortlist of applicants resulting from the weighted average of the quantitative classifications obtained in each of the evaluation parameters defined by the jury, on a scale of 0 to 100 points:
 - a) The technical-scientific and professional performance (TSPP) has a relative weighting of 40%, considering that it fits this evaluation criterion: Books, scientific articles published in national and international journals, book chapters with arbitration, representative of the applicant's scientific production, in the subject area in question, in particular the five publications selected by the applicant as most representative; Coordination and participation in scientific research and development projects financed by national and international funding bodies, including industry and services, in the subject area in question, duly justifying the applicant's contribution and to the institution; supervision, questioning and presidency of Master's Final Works juries, valuing the submission of Masters, PhDs and post-doctoral qualifications in institutions outside the ISEL. Involvement in the scientific and professional community, namely, participation in project evaluation panels, organization and participation in scientific committees of technical-scientific events, whose minutes are indexed in leading databases, creation and participation in the editorial board of national and international scientific journals, participation in research networks and the exercise of management positions in technical-scientific and professional societies; Non-academic professional experience, relevant to the area in question. The evaluation of this criterion, in addition to the analysis of the scientific production after the doctorate, on the date of submission of the documentation for the selection process, will also focus on the appreciation of the inherent productivity and the potential that can predictably be associated with it;
 - b) Teaching ability (TA) has a relative weighting of 40%, considering that this evaluation criterion is included: Diversity of curricular units taught (subjects and study cycles); Coordination of curricular units; Quality of teaching material published or presented to students; Coordination, participation and promotion of pedagogical projects (creation of new cycles of studies conferring an academic degree accredited by the A3ES, creation of new

courses and study programmes, reformulation of existing projects, evaluation of courses and promotion of pedagogical experiences of an experimental nature), relevant to the area in question;

- c) Other activities (OA) relevant to the institution's mission have a weighting of 20%, considering that they are included in this evaluation criterion: Scientific-Pedagogical Project that must include a proposal of the activities that the applicant intends to develop during the first five years of his/her activity as Adjunct Professor, explaining how s/he can contribute to the progress and development of the subject area in question in the scientific and pedagogical aspects and as regards cooperation with society; Participation in the bodies and management activities of public-private institutions (presidency/direction, presidency of the Scientific/Pedagogical Technical Council, vice-presidency, direction of scientific area/department, direction of research unit); Membership of bodies and participation in units, groups, or institutional work committees, relevant to the area in question; Tasks of economic and social valuing of knowledge, namely, provision of services to the community, technology transfers, creation of technology-based companies and performance of functions of public interest.

- C. The weightings associated with the evaluation criteria and parameters are as follows:

Rating criteria	Weightings	Evaluation parameters	Weightings
Technical, scientific and professional performance (TSPP)	P1 = 0.40	Scientific production (C11) R&D Projects (C12) Academic work supervision and juries (C13) Involvement in the scientific and professional community (C14) Professional experience (C15)	P11 = 0.40 P12 = 0.25 P13 = 0.20 P14 = 0.10 P15 = 0.05
Teaching ability (TA)	P2 = 0.40	Diversity of curricular units taught (C21) Coordination of curricular units (C22) Quality of teaching material (C23) Coordination, participation and organisation of pedagogic projects (C24).	P21 = 0.25 P22 = 0.25 P23 = 0.20 P24 = 0.30
Other Activities (OA)	P3 = 0.20	Scientific-Pedagogical Project (C31) Participation in institutional bodies and management activities (C32); Membership of bodies and participation in institutional work units, groups or committees (C33) Tasks for the economic and social valorisation of knowledge (C34)	P31 = 0.45 P32 = 0.20 P33 = 0.10 P34 = 0.25

- D. At the end of the admission phase to the selection process, the jury begins to assess the applications, taking into account the evaluation criteria and parameters and the corresponding weightings contained in point 10 of this Public Notice.
- E. Decisions are taken by an absolute majority of the votes of the members, with no abstentions allowed.
- F. The jury will first decide on the absolute merit approval of the applicants, in accordance with the criteria established in point 4 of this public notice.

- G. The decision not to pass on absolute merit and consequently of exclusion is taken by an absolute majority, and each member of the jury must present a document with the reasons for their vote.
- H. The jury then proceeds to the ranking of the applicants approved on absolute merit, ordered considering the evaluation criteria and parameters and corresponding weightings indicated in point 10 of this Public Notice.
- I. Each member of the jury values, on a scale from 0 to 100, each criterion and parameter for each applicant.
- J. The final result (FR) is expressed on a numerical scale from 0 to 100 and is calculated as follows: $FR = P1*(C11*P11 + C12*P12 + C13*P13 + C14*P14 + C15*P15) + P2*(C21*P21 + C22*P22 + C23*P23 + C24*P24) + P3*(C31*P31 + C32*P32 + C33*P33 + C34*P34)$.
- K. The ranking of applicants must be based on the evaluation made based on the evaluation criteria and parameters and corresponding weightings contained in point 10 of this Public Notice.
- L. Before voting begins, each member of the jury presents a document with the ordering of applicants, duly substantiated, considering the aspects referred to in the previous paragraph for this purpose.
- M. In the various votes, each member of the jury must respect the order presented, with no abstentions allowed.
- N. The sorting methodology is as set out in the following paragraphs:
 - a. the first vote is intended to determine the applicant placed in first place, counting the number of votes that each applicant obtained for 1st place;
 - b. if an applicant obtains an absolute majority of votes for 1st place, s/he wins and is removed from the scrutiny, initiating the procedure to choose the applicant who will occupy 2nd place;
 - c. if no applicant obtains an absolute majority of votes for 1st place, a new ballot begins, only among the applicants who obtained votes for 1st place, after withdrawing the applicant with the least votes for that place in the previous vote;
 - d. if there is a tie between two or more applicants in the least voted position, a tie-break is carried out only between them, counting the number of relative first positions of each one, and the least voted applicant is removed;
 - e. if the tie remains between two or more applicants in the position with the least votes, but the number of applicants tied for the position with the least votes has been reduced in relation to the previous round of voting, a new tie-break is carried out only between the applicants tied for the least voted position, counting the number of relative first positions of each one, and the least voted applicant is removed;
 - f. if the tie remains between two or more applicants in the position with the least votes, and the number of applicants tied for the position with the least votes has not been reduced in relation to the previous round of voting, the tie is broken through the casting vote of the President of the jury or by the casting vote, as the case may be, pursuant to Article 15 (3) of the RGGPCDIPL, with the applicant voted by the President being chosen to integrate the subsequent vote for the same seat;
 - g. in the event of a tie when only two applicants remain for 1st place, the decision is made through the casting vote of the President of the jury or by exercising the tie-breaking vote, as the case may be, pursuant to Article 15 (3) of the RGGPCDIPL;
 - h. the applicant for the 1st place is chosen, s/he leaves the voting and the procedure for choosing the applicant to be placed in 2nd place begins, repeating

the process referred to in the previous paragraphs for the subsequent places, until obtaining an ordered list of all applicants.

11. Jury - By order of the President of the Lisbon Polytechnic Institute (IPL), dated 14 October 2022, published by Order no. 12416/2022 in the Diário da República, Series II, no. 205 of 24 October 2022, the Jury shall be composed as follows:

President of the Jury:

João Manuel Ferreira Calado (PhD), President of the Department of Mechanical Engineering of Lisbon Engineering School, by delegation of powers from the President of Lisbon Polytechnic Institute.

Permanent Members:

Elza Maria Morais Fonseca (PhD), Coordinating Professor at Porto Engineering School, Porto Polytechnic Institute;

Filipe José Didelet Pereira (PhD), Coordinating Professor of the Setúbal Higher School of Technology at the Polytechnic Institute of Setúbal;

Maria Leopoldina Mendes Ribeiro de Sousa Alves (PhD), Coordinating Professor at the School of Technology and Management, of the Polytechnic Institute of Leiria;

João Manuel Candeias Travassos (PhD), Coordinating Professor of the Lisbon Engineering School of the Lisbon Polytechnic Institute.

Alternate Members:

Aníbal Jorge de Jesus Valido (PhD), Coordinating Professor of the Setúbal Higher School of Technology at the Polytechnic Institute of Setúbal;

Marta Cristina Cardoso de Oliveira (PhD), Associate Professor at the Faculty of Science and Technology of the University of Coimbra.

In compliance with Article 13 (3) of the selection process regulations for hiring teaching staff at Lisbon Polytechnic Institute, the jury appointed João Manuel Candeias Travassos (PhD) to replace the President of the jury, in his absence or impediment.

12. Admission, assessment and classification of applicants - Once the application period expires, the Jury meets to consider the admission and proceed with the assessment and classification of applicants in accordance with the criteria stated in paragraph 10 of this Public Notice.
13. The selection procedure may be terminated by a duly justified act of the IPL President, respecting the general principles of administrative activities as well as the legal and regulatory limits on recruitment.
14. Prior hearing – In the event of an applicant being excluded for non-compliance with the legal requirements, and at the end of the assessment, a prior hearing will be given under the terms of Article 121 et seq. of the Code of Administrative Procedure (CPA), published by Law No. 4/2015 of 7 January.
15. Public hearings - Under the terms laid down in Article 23 (4) of the ECPDESP, the Jury may conduct public hearings on an equal footing for all applicants.
16. Consultation of the process – The selection process may be consulted by applicants wishing to do so through the Secretary's Office of the Mechanical Engineering Department of the Lisbon Higher Institute of Engineering during normal office hours, i.e. 10.00 am – midday and 2.00 pm – 4.00 pm.

17. The shortlisted applicant will be contracted under the terms and conditions which allow for the provisions laid down in Article 36 of Law no. 12/2022 of 27 June (State Budget Law for 2022).
18. Pursuant to Article 9(h) of the Constitution, as an employer the IPL actively promotes a policy of equal opportunities for men and women as regards access to employment and professional career advancement, scrupulously guarding against any and all forms of discrimination.

Lisbon, 14 November 2022. President of IPL - Doctorate Professor Elmano da Fonseca Margato.