

## **LISBON POLYTECHNIC INSTITUTE**

### **PROCLAMATION**

Under the terms and conditions of Articles 3, 5, 10-B, 15, 15-A, 17 and 29-B of the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), sanctioned 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 Dispatch 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 sanctioned the Regulations for Applications for the Recruitment of Teaching Staff for the Lisbon Polytechnic Institute (IPL), it is hereby made public, by dispatch of the President of the Lisbon Polytechnic Institute, (13 May 2022), in Article 92(1)(d) of Law No. 62/2007 of 10 September, and Article 26(1)(d) of the Normative Dispatch No. 20/2009 of 13 May, *Diário da República* Series II No. 98 of 21 May, that, for a period of 30 working days from the publication of the present proclamation in *Diário da República*, applications are now invited for the purpose of filling two teaching vacancies scheduled for 2022 at the Lisbon Accounting and Business School (ISCAL) of the Lisbon Polytechnic Institute.

- 1.** Type of Selection Process — Document Based.
- 2.** Category - Adjunct Professor.
- 3.** Subject Area — Subject areas that make up the scientific area of Economics.
- 4.** Time period - The selection process ends once the vacancies contained in the public notice are filled, as provided for in Article 38 of Order no. 1979/2010, of 28 January.
- 5.** Functional Content — As described in paragraph 4 of Article 3 of ECPDESP.
- 6.** 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.
- 7.** Admission requirements — Applications for the above-mentioned post should meet the conditions laid down in Article 17 of ECPDESP and hold a PhD or specialization in the subject area in question, or comparable subject area.

- 8.** Applications — formal applications should be submitted upon request, addressed to the President of the IPL, and sent to the following email address: [concursos@iscal.ipl.pt](mailto:concursos@iscal.ipl.pt).
- 9.** Application requirements — Submission of the following information is mandatory: full name; parents' names; date and place of birth; number and date of identification document and issuing authority; home address and telephone number; marital status; academic qualifications and final grade; professional category and position currently held; identification of the position the candidate is applying for and of the *Diário da República* in which the present proclamation was published; as well as any other information deemed relevant in order to assess the suitability of the interested parties.
- 10.** Documents to be submitted together with the application:
  - a) Identification document;
  - b) Criminal record certificate;
  - c) Medical certificate confirming the candidate's physical condition and psychological profile to perform public service, issued by a practising doctor;
  - d) Compulsory vaccination record, duly updated;
  - e) Documents proving that the candidate meets the legal provisions stipulated in paragraph 7 of the present proclamation;
  - f) Detailed *curriculum vitae*, dated and signed, in PDF format;
  - g) Supporting documentation referred to in *curriculum vitae*, in PDF format;
  - h) Complete list of all submitted documentation.

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

**11.** Exemption from the submission of documents – Exemption from the submission of the documents mentioned in b), c) and d) 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.

**12.** Information to be provided in the *curriculum vitae*:

- a) Academic qualifications (degrees, grades, dates and institutions where they were obtained);
- b) Other official graduate and post-graduate courses, with an indication of the grades, dates and institutions where they were obtained;
- c) Training and professional experience;

- d) Participation in innovative projects, congresses, seminars and other meetings of a similar nature (the information provided will be used to assess the candidate's levels of intervention and responsibility, as well as the end results of such initiatives);
- e) Technical or didactic research work undertaken (the information provided shall enable the assessment of skills, through an analysis of the quality of the work carried out);
- f) Publications (the information provided shall allow for the assessment of skills, through an analysis of the quality of the published works) – candidates should select and submit no more than 10 of the most representative publications;
- g) Other relevant experience for the present application;
- h) The curriculum vitae must be organized according to the criteria and order established in the following paragraph;

**13.** Selection criteria and classification of candidates – In compliance with the terms of Article 15-A and 23 of ECPDESP and Article 26 of Dispatch 1979/2010, published in *Diário da República*, Series II, No. 19 of 28 January, amended by Amendment Declaration No 244/2010, published in the *Diário da República*, Series II, No. 26 of 8 February, the Jury, at a preliminary meeting held on 25 July 2022, approved the following parameters, criteria and considerations, in view of the evaluation and shortlisting of candidates, and their *curriculum vitae* must be organized in accordance with them:

<b>Evaluation Criteria for selection process for the recruitment of two Adjunct Professors in the Departmental Area of Economics - Subject areas that make up the scientific area of Economics</b>	%
<p><b>a) <u>Technical, Scientific and/or Professional Performance in the field (45%) - TSPP</u></b></p> <p>a1. Publications of a scientific and/or technical nature in the area or related area</p> <ul style="list-style-type: none"> <li>• 20 points per article published in a journal classified as category 4 in the ABS ranking (Chartered Association of Business Schools) or as category 1 in the CNRS ranking (Comité National de la Recherche Scientifique).</li> <li>• 10 points per article published in a journal classified as category 3 in the ABS ranking or as category 2 in the CNRS ranking.</li> <li>• 7.5 points per article published in a journal classified as category 2 in the ABS ranking or as category 3 in the CNRS ranking.</li> </ul>	20

<ul style="list-style-type: none"> <li>• 5 points per article published in a journal classified as category 1 in the ABS ranking or as category 4 in the CNRS ranking.</li> </ul> <p>Note: Cumulative scoring, up to a maximum of 20 points.</p>	10
a2. Communications of a scientific and/or technical nature in the area or related area	
<ul style="list-style-type: none"> <li>• Evaluation, by the jury, on a scale of 0 to 10, of the quality and impact of up to five communications made by the applicant at conferences / seminars / congresses, and selected by him/her.</li> </ul>	10
a3. Scientific-pedagogical project - scientific aspect	5
<ul style="list-style-type: none"> <li>• Evaluation, on a scale of 0 to 10, of the scientific aspect of the scientific-pedagogical project delivered by the applicant.</li> </ul>	
a4. Activities of a professional nature (beyond teaching) relevant to the area	<b>45</b>
<ul style="list-style-type: none"> <li>• 1 point per year of significant professional activity in the area, up to a maximum of 5 points.</li> </ul>	
<b>Subtotal a) - TSPP</b>	10
<b><u>b) Pedagogical Evaluation in the field (40%) - PE</u></b>	
b1. Extent of teaching in the subject area or comparable area	
<ul style="list-style-type: none"> <li>• 2 points per year of higher education teaching experience (full-time, or part-time equivalent), up to a maximum of 10 points.</li> </ul>	10
b2. Production of pedagogic material to support academic activities in the subject area or comparable area	
<ul style="list-style-type: none"> <li>• 2 points per piece of pedagogic material produced, when considered relevant by the jury, up to a maximum of 10 points.</li> </ul>	10
b3. Supervision of dissertations and participation in examination panels for awarding academic degrees/titles	
<ul style="list-style-type: none"> <li>• 2 points for supervision of a dissertation, thesis, project, or internship report (completed) and/or 0.5 points for participation in an examination panel for awarding a degree / academic title, in the capacity of examiner, up to a maximum of 10 points.</li> </ul>	10
b4. Scientific-pedagogical project - pedagogical aspect	<b>40</b>
<ul style="list-style-type: none"> <li>• Evaluation, on a scale of 0 to 10, of the pedagogical aspect of the scientific-pedagogical project delivered by the applicant.</li> </ul>	
<b>Subtotal b) - PE</b>	
<b><u>c) Other activities relevant to the Higher Education institution (15%)- OA</u></b>	
	7.5

<p>c1. Performance of coordination or management activities (for example, coordination of curricular units, direction of courses, participation in management bodies, participation in committees)</p> <ul style="list-style-type: none"> <li>• 1.25 points per activity considered relevant by the jury, up to a maximum of 7.5 points.</li> </ul> <p>c2. Participation in scientific and/or practical projects or initiatives within the applicant's socio-professional environment, provided that they are considered relevant by the jury</p> <ul style="list-style-type: none"> <li>• 2.5 points for each participation in international or transnational cooperation projects or initiatives / 1.25 points for each participation in national projects or initiatives, up to a maximum of 7.5 points.</li> </ul> <p style="text-align: right;"><b>Subtotal c) - OA</b></p> <p><b>Note:</b> Applications for the selection process must be accompanied by a document containing the applicant's scientific-pedagogical project, to be evaluated in points a3 and b4. This document should constitute a proposal for the activities to be carried out during the first five years as an adjunct professor at ISCAL. The document should highlight the applicant's intended contribution towards developing the subject area in question, with particular emphasis on the pedagogical and scientific aspects, taking the evaluation criteria into account. The size of the project is limited to a maximum of 2,000 words. Assessment criteria (to be considered equally): clarity and quality of presentation / demonstrated knowledge on best pedagogical practices in the area / demonstrated knowledge on the higher education system that the applicant intends to join, and respective educational objectives / demonstrated knowledge on scientific research in the area and recent key contributions / relevance of the applicant's proposed activities.</p>	<p>7.5</p> <p><b>15</b></p>
<b>Final Classification (TSPP 45%) + (TP 40%) + (OA 15%)</b>	<b>100</b>

**14.** Jury – By dispatch of the President of the Lisbon Polytechnic Institute (IPL), of 13 May 2022, published through Order 6717/2022, published in Diário da República, Series II, No. 102 of 26 May 2022, ratified by Ratification Statement 645/2022, published in Diário da República, No. 141, of 22 July 2022, the Jury shall be composed as follows:

President:

Dr. Orlando Manuel da Costa Gomes, Principal Coordinating Professor of the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute, by delegation of powers of the President of the Lisbon Polytechnic Institute.

Permanent Members:

Dr. Boguslawa Maria Barszczak Sardinha, Coordinating Professor of the School of Business Sciences of the Setúbal Polytechnic Institute;

Dr. Maria Isabel Namorado Clímaco, Coordinating Professor of the Coimbra Accounting and Business School of the Coimbra Polytechnic Institute;

Dr. Nuno Carlos Prazeres Marques Leitão, Coordinating Professor of the Higher School of Management and Technology at the Santarém Polytechnic Institute;

Dr. Maria Clara Ribeiro, Coordinating Professor of the Porto Institute of Accounting and Administration of the Porto Polytechnic Institute.

Alternate Members:

Dr. Vítor Lélío da Silva Braga, Coordinating Professor of the Higher School of Technology and Business at the Porto Polytechnic Institute;

Dr. Jorge Paulo Marques Sequeira, Coordinating Professor of the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute.

- 15.** 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 13 of this Proclamation.
- 15.1 The selection procedure may be terminated by reasoned act of the President of IPL respecting the general principles of administrative activities as well as the legal and regulatory limits on recruitment.
- 16.** Absolute merit is gauged on the basis of the applicant's *curriculum vitae*, relevant in the area which the present proclamation refers to, under the terms laid down in paragraph 13 above. Applicants who do not successfully achieve a classification of 50% or higher in the jury's assessment will be excluded.
- 17.** Prior hearing – In the event of a candidate being excluded for non-compliance with the legal requirements, or for lack of absolute merit, 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.
- 18.** Public hearings - Under the terms laid down in Article 23(4)(b) of ECPDESP, the jury may conduct public hearings on an equal footing for all candidates.

- 19.** Enquiries – The selection process may be consulted by those candidates wishing to do so at the premises of the Lisbon Accounting and Business School, located at Avenida Miguel Bombarda, 20 – 1069-035 Lisbon, from 9:30 am to 12:30 pm and from 2:00 pm to 4:00 pm, by appointment via email at [contests@iscal.ipl.pt](mailto:contests@iscal.ipl.pt).
- 20.** Recruitment conditions - Shortlisted candidates will be contracted under the terms and conditions which allow for the provisions laid down in Article 24 of Law 24-D/2022 of 30 December (State Budget for 2023).
- 21.** 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, 08 February 2023. President of IPL - Dr. Elmano da Fonseca Margato.