

Lisbon Polytechnic Institute

Proclamation

Under the terms of Articles 3, 5, 10b, 17 and 29b of the Career Statutes for Teaching Staff in Higher Polytechnic Education (ECPDESP), sanctioned by Decree-Law no. 185/81, of 1 July, as amended by Decree Law no. 207/2009 of 31 August (which republished them), and by Law no. 7/2010 of 13 May, combined with Order no. 1979/2010, published in the *Diário da República*, series II, no. 19 of 28 January, amended by Declaration of Rectification no. 244/2010, published in the *Diário da República*, series II, no. 26 of 08 February, which passed the Regulations for Hiring Teaching Staff at the Lisbon Polytechnic Institute (IPL), it is hereby announced that, by order of the IPL President dated 29 January 2020, exercising his powers pursuant to Article 92(1)(d) of Law no. 62/2007 of 10 September, and Article 26(1)(d) of Normative Order no. 20/2009 of 13 May, published in the *Diário da República*, series II, no. 98 of 21 May, a selection procedure is now opened, for 30 working days from the publication date of this proclamation in the *Diário da República*, for an Assistant Professor to fill an open position in the teaching staff of the Lisbon Polytechnic Institute/Lisbon Higher Institute of Engineering in the subject area of Air Conditioning and Refrigeration.

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.
5. Applications - Formal applications may be made by request, addressed to the President of the IPL, at the email address rhconcurso@sa.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 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.
7. Documents to be submitted together with the application:
 - i) Criminal record certificate;
 - ii) Medical certificate confirming the candidate's physical condition and psychological profile to perform public service, issued by a practising doctor;
 - iii) Compulsory vaccination record, duly updated;
 - iv) Documents proving that the candidate meets the legal provisions stipulated in paragraph 4 of the present proclamation;
 - v) Detailed Curriculum Vitae, dated and signed by the applicant;
 - vi) Proof of all documentation referred to in the curriculum vitae;

- vii) Complete list of documentation submitted;
- viii) Candidate's scientific-pedagogical project, relevant to the subject area in question.

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 Candidates 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) 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 final results achieved and their social impact);
- v) 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);
- vi) Participation in/performance of technical, outreach and didactic work (the information provided should allow for an assessment of the skills involved, the applicant's responsibility and the quality of work produced);
- vii) Articles and other scientific and technical works published (a copy of the work should be provided in electronic format);
- viii) Other relevant experience for the present application;
- ix) The curriculum vitae should be organised per the criteria in point 10 of this Proclamation, in accordance with its various sub-paragraphs.

10. Selection criteria and classification of candidates: 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 July 2021, the following criteria, indicators and considerations, with a view to assessing and classifying candidates, and the curriculum vitae should be organised according to the same criteria:

- i) Technical/Scientific and Professional Activities – up to 35 points:
 - (1) Academic Qualifications (15%); -----
 - (2) Research Activities in Research and Innovation Projects (30%); -----
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 - (3) Scientific and Technical Publications (20%); -----
 - (4) Scientific, Technical and Academic Refresher Training (5%); -----
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- (5) Participation in Scientific and Professional Boards (10%); -----
- (6) Doctoral Candidate Supervision (10%); -----
- (7) Awards, Scholarships and Distinctions (10%). -----

ii) Pedagogic Activity – up to 45 points:

- (1) Teaching Positions (40%); -----
- (2) Experience in Coordinating Study Cycles (30%); -----
- (3) Participation in Academic Juries (10%); -----
- (4) Supervision of Dissertations and Work Leading to an Academic Degree (15%); --

- (5) Pedagogic Refresher Training (5%). -----

iii) Other activities relevant to the mission of the institution – up to 20 points:

- (1) Experience in Business Community Interface (15%); -----
- (2) Community Outreach Activities, such as disseminating R&D activities and courses abroad (25%); -----
- (3) Internationalisation of Activities (10%); -----
- (4) Involvement with Institutions of Higher Education (40%); -----
- (5) Applicant’s scientific/pedagogic project (10%). -----

11. Jury - By order of the President of the Lisbon Polytechnic Institute (IPL), dated 16 June 2021, published by Order (extract) no. 6472/2021 in the Diário da República, Series II, no. 126 of 01 July 2021, the Jury shall be composed as follows:

President of the Jury:

Dr. João Manuel Ferreira Calado, Coordinating Professor with Aggregation of the Lisbon Higher Institute of Engineering of the Lisbon Polytechnic Institute, by delegation of powers of the President of the Lisbon Polytechnic Institute.

Permanent Members:

Dr. Flávio Augusto Bastos da Cruz Martins, Coordinating Professor with Aggregation of the Higher Institute of Engineering of the University of Algarve;
 Dr. Gilberto Cordeiro Vaz, Coordinating Professor of the Coimbra Higher Institute of Engineering of the Coimbra Polytechnic Institute;
 Dr. João António Esteves Ramos, Coordinating Professor of the Higher School of Technology and Business at the Polytechnic Institute of Leiria;
 Dr. Nuno Paulo Ferreira Henriques, Coordinating Professor of the Lisbon Higher Institute of Engineering of the Lisbon Polytechnic Institute.

Alternate Members:

Dr. José Fernando de Almeida Dias, Associate Professor of the Faculty of Science and Technology of the Universidade Nova de Lisboa;
 Dr. Jorge Mendonça e Costa, Coordinating Professor of the Lisbon Higher Institute of Engineering.

12. Admission, assessment and classification of candidates - Once the application period expires, the Jury meets to consider the admission and proceed with the assessment and

classification of candidates in accordance with the criteria stated in paragraph 10 of this Proclamation.

- 12.1 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.
13. 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 paragraphs 9 and 10 above. Applicants who, in the jury's assessment, are ranked below 50% overall, or are ranked below 15%, 25% and 10%, in criteria 10 i), ii) and iii), respectively, shall be excluded.
14. Prior hearing - In the event of a candidate 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 07 January.
15. 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.
16. Consultation of the process – The selection process may be consulted by those candidates 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.
17. The shortlisted candidate will be contracted under the terms and conditions which allow for the provisions laid down in Article 48 of Law no. 75B/2020 of 31 December (State Budget Law for 2021).
18. Pursuant to Article 9(h) of the Constitution, the IPL actively promotes, as an employer, 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, 20 July 2021. President of IPL - Dr. Elmano da Fonseca Margato.