

## **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 Substitute President of the Lisbon Polytechnic Institute (11 August 2022) pursuant to Article 27 (1) of the IPL statutes and Article 42 of the Code of Administrative Procedure (CPA), pursuant to the powers granted by Article 92 (1)(d) of Law no. 62/2007 of 10 September, and Article 16 (1)(d) of Normative Dispatch no. 20/2009 of 13 May, published in *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 one teaching vacancy 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.** Departmental area of Accounting and Auditing - Subject areas that make up the scientific area of Auditing.
- 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 Specialisation 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 involvement 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 organised 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 nine September of two thousand and twenty-two, approved the following parameters, criteria and considerations, in view of the evaluation

and shortlisting of candidates, and their *curriculum vitae* must be organised in accordance with them:

<p><b><i>Evaluation Criteria for selection process for the recruitment of an Adjunct Professor in the Departmental Area of Accounting and Auditing - Subject areas that make up the scientific area of Accounting and Auditing</i></b></p>	<p>% (indicate %)</p>
<p><b><u>a) Pedagogical Evaluation (40%) - PE</u></b></p> <p><b>a1.</b> Extent of teaching in the subject area or comparable area</p> <ul style="list-style-type: none"> <li>• 2.5 points per year of higher education teaching experience (full-time, or part-time equivalent), up to a maximum of 15 points.</li> </ul> <p><b>a2.</b> Production of pedagogical material to support academic activities in the subject area or comparable area</p> <ul style="list-style-type: none"> <li>• 2 points for each piece of pedagogical material published by a Higher Education Institution or entity of recognised merit, up to five publications by the applicant, selected by him/her.</li> </ul> <p><b>a3.</b> Supervision of dissertations and participation in examination panels for awarding academic degrees/titles</p> <ul style="list-style-type: none"> <li>• 1.5 points for supervision of a dissertation, project, or internship report (completed) and/or 0.5 points for participation in an examination panel for awarding Master's degrees/specialised academic titles, as an examiner.</li> </ul> <p><b>a4.</b> Participation in pedagogical bodies, groups or committees</p> <ul style="list-style-type: none"> <li>• 1 point for each year of proven participation in pedagogical bodies, groups or committees at a higher education institution.</li> </ul> <p style="text-align: right;"><b>Subtotal a) - PE</b></p>	<p style="text-align: right;">15</p> <p style="text-align: right;">10</p> <p style="text-align: right;">10</p> <p style="text-align: right;">5</p> <p style="text-align: right;"><b>40</b></p>
<p><b><u>b) Technical, Scientific and/or Professional Performance in the field (40%) - TSPP</u></b></p> <p><b>b1.</b> Publications and guidelines of a scientific and/or technical nature in the area or related area</p>	<p style="text-align: right;">20</p>

<ul style="list-style-type: none"> <li>• 5 points for each doctoral thesis supervision (completed) and/or 1 point for participation in an examination panel for awarding a doctoral degree, as an examiner</li> <li>• ISI or SCOPUS publications, 5 points per publication.</li> <li>• Other scientific publications with arbitration, 1 point per publication, up to a maximum of 5.</li> <li>• Other publications without arbitration, 0.5 points per publication, up to a maximum of 2.5.</li> </ul>	
<p><b>b2.</b> Communications and reviews of a scientific and/or technical nature in the area or related area</p> <ul style="list-style-type: none"> <li>• Communications - Evaluation, by the jury, on a scale of 0 to 2, of quality and impact.</li> <li>• Article reviews - Evaluation, by the jury, on a scale of 0 to 1, of quality and impact.</li> </ul>	10
<p><b>b3.</b> Organisation activities and technical-scientific participation relevant to the area</p> <ul style="list-style-type: none"> <li>• Organisation, namely of congresses, seminars and conferences, and participation in scientific projects on a scale of 0 to 3, for each technical-scientific organisation activity.</li> </ul>	10
<b>Subtotal b) - TSPP</b>	
<b>c) <u>Other activities relevant to the Higher Education institution (20%) - OA</u></b>	
<p><b>c1.</b> Holding management or governing positions or activities, and participation in management or governing bodies, in public or private institutions, on a scale of 0 to 3, for each activity considered relevant by the jury.</p>	10
<p><b>c2.</b> Coordination, execution and development of projects or activities of a practical nature within the applicant's socio-professional environment, 2 points for each participation in international projects or activities 1 point for each participation in national projects or activities.</p>	5

<p><b>c3. Scientific/Pedagogical Project</b></p>	<p><b>5</b></p>
<ul style="list-style-type: none"> <li>• Evaluation, on a scale of 0 to 5, of the potential contribution of the submitted document for the scientific and pedagogical development of the sub-area of auditing. This project should highlight the applicant's areas of research interest, as well as their research plans for the next 5 years, and how they expect to interrelate this research with teaching activities. This project cannot exceed 2,000 words. The format and organisation is left to the applicant's discretion.</li> </ul>	
<p><b>Subtotal c) - OA</b></p>	
<p><b>Final Classification (TSPP 40%) + (PE 40%) + (OA 20%)</b></p>	<p><b>20</b></p>
	<p><b>100</b></p>

**14.** Jury – By dispatch of the Substitute President of the Lisbon Polytechnic Institute 11 August 2022, pursuant to Article 27 (1) of the IPL statutes and Article 42 of the Code of Administrative Procedure (CPA), published by Proclamation No. 10361/2022 in Diário da República, Series II, n.º 163, of 24 August 2022, the jury will have the following composition:

President:

Dr Rui Manuel Pais de Almeida, Coordinating Professor at the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute, by delegation of powers of the Substitute President of the Lisbon Polytechnic Institute.

Permanent Members:

Dr Alcina Augusta Sena Portugal Dias, Coordinating Professor of the Porto Accounting and Business School of the Porto Polytechnic Institute;

Dr Bruno José Machado de Almeida, Coordinating Professor with Aggregation of the Coimbra Accounting and Business School of the Coimbra Polytechnic Institute;

Dr Augusta da Conceição Santos Ferreira, Coordinating Professor of the Aveiro Accounting and Business School of the Aveiro Polytechnic Institute;

Dr Fábio Henrique Ferreira de Albuquerque, Coordinating Professor at the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute.

Alternate Members:

Dr Francisco José Alegria Carreira, Principal Coordinating Professor of the School of Business Sciences of the Setúbal Polytechnic Institute;

Dr Paula Alexandra Rocha Gomes dos Santos, Coordinating Professor of the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute.

- 15.** 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 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 candidate's *curriculum vitae*, relevant in the area which the present proclamation refers to, under the terms laid down in paragraph 13 above. Candidates 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 compliance of the provisions laid down in Article 24 of Law no. 24-D/2022, (2023 State Budget Law), published in Diário da República, Series II, no. 251, of 30 December.
- 21.** 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 24 January of two thousand and twenty-three. President of IPL - Dr Elmano da Fonseca Margato.