

## **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, of 02.10.2023, 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, 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 2023 at the Lisbon School of Health Technology of the Lisbon Polytechnic Institute.

- 1.** Type of Selection Process — Document Based.
- 2.** Category - Adjunct Professor.
- 3.** Subject Area — Laboratory Biomedical Sciences: area of Clinical Chemistry Studies – Laboratory.
- 4.** Time period - The selection process ends once the vacancies contained in the public notice are filled, as provided for in Article 38 (1) 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, *with a PhD in Clinical Analysis and Public Health or specialisation in Clinical Analysis and Public Health.*

- 8.** Applications — formal applications should be submitted upon request, addressed to the President of the IPL, and sent to the following email address: [recursoshumanos@estesl.ipl.pt](mailto:recursoshumanos@estesl.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) Identity card or citizen card (without any exclusion for failing to present an identification document, upon presentation of an alternative document, proving the requirements necessary for the performance of public duties);
  - 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 mentioned in the *Curriculum Vitae* duly numbered, in PDF format with links to the *Curriculum Vitae*;
  - h) All documentation and the CV must be put in a digital folder called "CV-Candidate Name", and the links in the *Curriculum Vitae* must be functional.
  - i) 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, ECTS, 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) Published works (the information provided shall enable the assessment of skills, through an analysis of the quality of the work carried out);
- g) Other relevant experience for the present application;
- h) The curriculum vitae must be strictly 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 *Diário da República*, Series II, No. 26 of 8 February, the Jury approved the following selection criteria and classification of candidates:

<b>A - Technical, Scientific and Professional Performance - (TSP - 35%)</b>		<b>Maximum Score</b>
<b>I - Academic Qualifications (AQ - 40%)</b>	PhD in Clinical Analysis and Public Health or specialisation in Clinical Analysis and Public Health pursuant to Decree Law 206/2009, of 31 August;	30 points
	Degree in Clinical Analysis and Public Health or in Laboratory Biomedical Sciences;	25 points
	Certified training, within the scope of higher education, relevant to the subject area in question: <ul style="list-style-type: none"> <li>a) Training of 90-120 ECTS (Master's degree included): 5 points;</li> <li>b) Training of 60-89 ECTS: 3 points;</li> <li>c) Training of 30-59 ECTS: 2</li> </ul>	Maximum 10 points

	<p>points;</p> <p>d) Training of 1-29 ECTS: 1 point. Note: In the absence of ECTS, every 20 hours of training corresponds to 1 ECTS.</p>	
<p><b>II - Quality and Publication of the Research Results in the subject area (RR 35 %)</b></p>	<p>Author or co-author of technical-scientific book with ISBN: 2 points; Chapter of technical-scientific book with ISBN: 1 point per chapter.</p>	<p>Maximum 6 points</p>
	<p>Scientific articles authored: ISI/Scopus indexed articles: 15 points per article; Article in a journal indexed to other databases: 5 points per article. Note: Only articles that show clear indexation will be counted.</p>	<p>Maximum 75 points</p>
	<p>Participation in scientific conferences.</p>	
	<p>Publication of scientific articles in conference minutes: 4 points per article.</p>	<p>Maximum 40 points</p>
	<p>Oral presentations at scientific events: 2 points per presentation. Posters: presented at scientific events: 1 point per poster.</p>	<p>Maximum 50 points</p>
	<p>Guest speaker at scientific events: 3 points per participation.</p>	<p>Maximum 20 points</p>
	<p>Member of an organising or scientific committee of a scientific event: 4 points per event.</p>	<p>Up to a maximum of 30 points</p>
	<p>Participation as an examiner in works leading to academic titles or degrees:</p> <p>a) Bachelor's Degree ('Licenciatura'): 2 points; b) Master's: 5 points; c) PhD/Specialist: 10 points.</p>	<p>Maximum 40 points</p>
<p><b>III - Quality of Technical/Scientific and Professional Contracts/Projects (PCI 15 %)</b></p>	<p>National Projects/Contracts: a) Coordinator: 2.5 points; b) Team members: 1.25 points. International projects/contracts: a) Coordinator: 5 points; b) Team members: 2.5 points. Note: The jury will consider competitive/financed projects/contracts.</p>	<p>Maximum 25 points</p>
<p><b>IV - Awards, Scholarships and Distinctions (ASD - 5 %)</b></p>	<p>Scientific, academic and professional awards, and distinctions from scientific societies or from public and private entities:</p> <p>a) 2 points per international award or distinction; b) 1.5 points per national award or distinction.</p>	<p>Maximum 12 points</p>
	<p>Periods of work/stays in research centres, for advanced training: 2.5 points per period.</p>	<p>Maximum 5 points</p>

<b>V - Other situations (OS - 5 %)</b>	Other relevant activities in the subject area in question. For each relevant activity: 2 points.	Maximum 20 points
<b>B - Teaching Performance (TP - 50%)</b>		<b>Maximum Score</b>
<b>I - Teaching Positions (TP - 50 %)</b>	Experience and quality of teaching work. Number of semesters of teaching experience: 2 points per academic semester. Note: Scoring is proportional to the percentage value of contracts.	Maximum 40 points
	Curriculum units taught: 4 points per curriculum unit. Note: The semesters/contracts in which candidates clearly demonstrate their teaching service will be counted.	Up to a maximum of 120 points
	Coordinator of curricular units: 6 points per coordination of curriculum unit. Note: The semesters/contracts in which candidates clearly demonstrate the following will be counted.	Up to a maximum of 78 points
<b>II - Participation on Juries (PJ - 10 %)</b> <b>Note: Not cumulative with examiner (II paragraph f). and supervisor (IV paragraph a)</b>	Participation on juries for works leading to an academic degree, and/or other examinations referred to in the Career Statutes for Teaching Staff in Higher Education: a) PhD/Specialist: 4 points per participation; b) Master's: 2 points per participation; c) Bachelor's Degree ('Licenciatura'): 1 point per participation.	Maximum 90 points
<b>III - Dedication and Quality of Professional Activities related to Teaching (PAT 5 %)</b>	Internationalisation of teaching activities at institutions of higher education: 1 point per participation.	Maximum 6 points

<b>IV - Supervision of Dissertations and Work Leading to an Academic Degree (SDW 30 %)</b>	Supervision of theses, dissertations and works: a) Doctorate degree: 8 points; b) Master's: 6 points; c) Bachelor's Degree ('Licenciatura'): 4 points.	Maximum 110 points
<b>V - Others situations (OS - 5 %)</b>	Other relevant activities in the subject area in question: a) For each relevant activity: 2 points.	Maximum 20 points
<b>C - Other activities relevant to the mission of the institution (OA - 15%)</b>		<b>Maximum Score</b>
<b>I - Performance of Academic Duties and Functions (ADF - 30 %)</b>  Positions provided for in the by-laws of the institution in question will be considered. If necessary, scoring will be done proportionally to months completed.	Performance of duties in governing bodies of higher education institutions, as president or vice president: 6 points per year of office.	Maximum 24 points
	Performance of management functions on governing bodies, as a member: 2 points per year of office.	Maximum 8 points
	Performance of pedagogic/scientific/coordination management duties (director of degree course, department, etc.): 4 points per year of office.	Maximum 16 points
	Other duties designated by managing boards of higher education institutions: 1 point per participation.	Maximum 24 points
<b>II - University extension activities (UEA 60 %)</b>	Activities relevant to instruction, research and community service: 3 points per activity. Note: Participation in community-related projects and initiatives compatible with the subject area in question will be considered.	Maximum 60 points
	Instructor activities in the subject area in question: 0.1 points per hour of training. Note: The hours duly substantiated by the candidate will be counted. In the absence of a number of hours, each training day corresponds to 5 hours.	Maximum 20 points
<b>III - Other situations (OS - 10 %)</b>	Other relevant activities in the subject area in question. For each relevant activity: 2 points.	Maximum 20 points
<b>Final Classification = (TSPP 35%) + (TP 50%) + (OA 15%)</b>		

In the event of a tie up to the hundredths place: Candidates will be re-classified per the following formula:

TP= (Number of full years as a Doctor X 3) + (Number of full years as a specialist X 2) + (Number of full years in teaching career)

Teaching career is defined as the number of years completed with full-time employment.

- 14.** Jury – By dispatch of the President of the Lisbon Polytechnic Institute, dated 02 October 2023, published by Proclamation No. 10546/2023 published in the *Diário da República*, Series II, No. 199 of 13 October 2023, the Jury shall be composed as follows:

President:

Renato Danton Sampaio Ribeiro Abreu, Coordinating Professor of the Lisbon School of Health Technology of the Lisbon Polytechnic Institute, by delegation of powers of the President of the Lisbon Polytechnic Institute.

Permanent Members:

Maria Manuela Amorim de Silva e Sousa, Coordinating Professor at the Porto School of Health of the Polytechnic Institute of Porto;

Ana Maria de Figueiredo Valado, Coordinating Professor at the Coimbra School of Health Technology of the Polytechnic Institute of Coimbra;

Amadeu José Borges Ferro, Coordinating Professor at the Lisbon School of Health Technology of the Lisbon Polytechnic Institute;

Fernando José Figueiredo Agostinho d'Abreu Mendes, Coordinating Professor at the Coimbra School of Health Technology of the Polytechnic Institute of Coimbra.

Alternate Members:

Regina Augusta Alves Pereira da Silva, Coordinating Professor at the Porto School of Health of the Polytechnic Institute of Porto;

Paula Cristina Silva Albuquerque, Coordinating Professor at the Lisbon School of Health Technology 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 to the subject area in question, 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 facilities of the Lisbon School of Health Technology, located at Av. D. João II, Lote 4.69.01, 1990-096 Lisbon from 10 am to 12 pm and from 2 pm to 4 pm.
- 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, 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, 21 December 2023. President of IPL - Dr. Elmano da Fonseca Margato.