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 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 sanctioned the Regulations for Applications for the Recruitment of Teaching Staff for the Lisbon Polytechnic Institute (Instituto Politécnico de Lisboa - IPL), it is hereby made public, by order of 26.10.2023, from the President of the IPL, and amended by Amendment Declaration No. 926/2023, 12 December, in 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 *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 a teaching position as an Adjunct Professor, currently unoccupied and scheduled for 2023, at the Lisbon Higher Institute of Engineering, of the Lisbon Polytechnic Institute.

1. Type of Selection Process - Document Based.

2. Category - Adjunct Professor.

3. ISEL Department of Mathematics, Subject Area of Statistics, Stochastic Processes and Stochastic Analysis.

4. 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.

5. Functional Content - As described in Article 3 (4) 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 of Statistics, Stochastic Processes and Stochastic Analysis or related area in question.

    7.1 Candidates must be able to speak and write in Portuguese.

    7.2 Candidates of foreign nationality, except those from Portuguese-speaking countries, must demonstrate knowledge of written and spoken Portuguese at a reference level description of B1 or higher. This requirement is officially recognized through a certificate or diploma of communicative competence in Portuguese of the Common European Framework of Reference for Languages, of the Council of Europe.

    7.3 Must meet the requirements referred to in 7.1 before the deadline for submitting applications under this selection process.

8. Applications - Formal applications should be submitted to the President of the Lisbon Polytechnic Institute to the following email address: cd.pa.dm.EPEAE.05@isel.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; 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) One copy of a detailed *curriculum vitae*, dated and signed, in PDF format;

    g) One copy of all supporting documentation mentioned in the *curriculum vitae*, in PDF format;

    h) One copy of the PhD thesis in PDF format;

    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*.

    10.2 The jury considered it necessary for candidates to submit a supplementary document in Excel format containing the objective breakdown of the items corresponding to the evaluation criteria defined in point 13 which shall be made available to them at:

    https://www.isel.pt/concurso/professor-adjunto/dm-estatistica-analise-estocastica

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.

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

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

    a) Academic qualifications (degrees, grades, dates and institutions where they were obtained);

    b) Other certified training, including the respective grades, dates, duration and awarding institutions;

c) Professional and pedagogical experience in the area in question, including the teaching of curricular units, the preparation, revision or adaptation of their programmes, or the production of pedagogical support material; Participation in research and development projects, publication and similar activities (the information provided should allow for an assessment of the applicant's degree of involvement and responsibility, amounts of financing, teamwork and duration of the projects and the final results achieved);

d) Participation in organizing congresses, seminars and other events of a similar nature (the information provided should enable an assessment of the applicant's type of participation and responsibility);

e) Scientific, technical and didactic publications, indicating the ten papers considered most relevant by the applicant (a copy of the papers should be provided in PDF digital format);

f) Indication of "Researcher-ID", "MR Author-ID" and "Author-ID" to identify the list of publications, the number of corresponding citations and the H-index according to sources: Clarivate Analytics Web of Knowledge, MathSciNet and Zentralblatt Math;

g) Communication at congresses, seminars and other events of a similar nature (the information provided should enable an assessment of the applicant's type of participation and responsibility);

h) Supervision of post-doctoral researchers, doctoral and Master's students, and other scientific, technical or pedagogical supervision;

i) Participation in doctoral, Master's and undergraduate juries, in academic selection boards or other juries of a similar nature;

j) Participation in management bodies and in technical, scientific, pedagogical or professional committees and working groups;

k) Other relevant experience for the present application.

13. Jury - By dispatch of the President of the Lisbon Polytechnic Institute (IPL), of 26.10.2023, published through Order no. 11362/2023, in *Diário da República*, Series II, No. 215 of 7 November, amended by Amendment Declaration No. 926/2023 published in Diário da República, Series II, No. 238, of 12 December, the Jury shall be composed as follows:

President: José Leonel Linhares da Rocha, Coordinating Professor and President of the Department of Mathematics of the Lisbon Higher Institute of Engineering, by delegation of powers of the President of the Lisbon Polytechnic Institute.

Permanent Members:

Manuel González Scotto, Full Professor of the Higher Technical Institute of the University of Lisbon;

Paulo de Jesus Infante dos Santos, Associate Professor of the School of Science and Technology of the University of Évora;

Isabel Cristina Maciel Natário, Associate Professor of the Faculty of Science and Technology of Universidade Nova de Lisboa;

Sandra Maria da Silva Figueiredo Aleixo, Coordinating Professor with Aggregation of the Lisbon Higher Institute of Engineering of the Lisbon Polytechnic Institute.

Alternate Members:

Sandra Cristina Dias Nunes, Coordinating Professor of the School of Business Sciences of the Setúbal Polytechnic Institute;

José Manuel de Oliveira Pires, Coordinating Professor of the Lisbon Accounting and Business School of the Lisbon Polytechnic Institute.

14. 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 approved the following criteria, indicators and considerations, in view of the evaluation and shortlisting of candidates, and their *curriculum vitae* must be organized and ordered in accordance with them. Each member of the Jury will score each of the following components for each candidate.

   14.1 Pedagogical activity (PA), accounting for 40% of the final classification, which will be based on three components with the following maximum scores:

   a) Teaching activity (50 points)

   b) Supervision of pedagogical projects (30 points)

   c) Production of teaching materials (20 points)

Only service provided within the scope of higher education will be included under "pedagogical activity".

Scoring for the different components of pedagogical activity will be based on a comparative analysis of curriculum elements submitted by candidates, always with the limit of the maximum scores shown above:

   a) Academic activity

   To calculate the final score of academic activity, curriculum units will be counted for each academic semester in the subject area in question, with a maximum of 5 points per curriculum unit taught and, in addition, a maximum of 2 points per curriculum unit in which the candidate served as a coordinator.

A maximum score will be given for teaching activity (50 points) to the candidate with the highest number of points, with other candidates then ranked proportionately.

   b) Supervision of pedagogical projects

   The following items and corresponding maximum scores will be included in "supervision of pedagogical projects" in the subject area in question:

   - Per each supervision/assistance in Bachelor's degree seminar/project/traineeship (3 points)

   - Per each supervision/assistance in Master's degree dissertation/project/traineeship (5 points)

- Per each supervision/assistance in Doctorate degree thesis (15 points)

To calculate the final score for the supervision of academic projects, only completed supervision/assistance will be included.

A maximum score will be given for supervision of academic projects (30 points) to the candidate with the highest number of points, with other candidates then ranked proportionately.

c) Production of teaching materials

The score for the production of teaching materials will be a maximum of 20 points. Candidates will submit a portfolio of teaching materials for one curriculum unit, chosen by them, which will be examined to gauge its actual quality and suitability to the scientific area in question.

Three levels will be considered for the scoring of production of teaching materials: highly suitable 100%; suitable 60%; unsuitable 30%; inadequate or non-existent 0%.

14.2 Technical/scientific and professional activity (TSPA), accounting for 45% of the final classification, which will be based on two components with the following maximum scores:

a) Academic training (10 points)

b) Scientific output (70 points)

c) R&D projects (20 points)

The supervision of Master's and doctorate theses will not count towards "technical/scientific and professional activity".

a) Academic Training

Academic training will be scored based on three components with the following maximum scores:

- Doctorate (9 points)
- Title of specialist (3 points)
- Supplementary training (1 point)

Candidates with both a Doctorate and title of specialist may not exceed the score of 9 points for the first two components. For the scores of Doctorate and title of specialist, three levels will be considered according to their relevance to the subject area in question: highly relevant 100%; relevant 60%; irrelevant 30%.

The score for "supplementary training" will be a maximum of 1 point. Training courses relevant to the subject area in question lasting 12 hours or more will also be considered for the purpose of this score. Each example will earn a maximum of 0.25 points.

b) Scientific output

Ten total works, selected by the candidate, will count towards the "scientific output" component. For calculation purposes, each example will be multiplied by the respective scoring. The following maximum scores will be given, provided that there is relevance to the subject area in question:

- For each book published with ISBN (50 points)

- Per chapter of book published with ISBN (15 points)
- Per article published in a journal indexed in a reputable database (Scopus, Web of Science, Scimago, MathSciNet and Zentralblatt Math) (20 points)
- Per article published in a journal not indexed in a reputable database (5 points)
- For each full article (*full paper*) published in conference proceedings, workshops or conferences indexed in reputable databases (Scopus, Web of Science, Scimago, MathSciNet and Zentralblatt Math) (15 points)
- For each full article (*full paper*) published in conference proceedings, workshops or conferences not indexed in reputable databases (3 points)

A maximum score will be given for scientific output (70 points) to the candidate with the highest number of points, with other candidates then ranked proportionately.

    c) R&D projects

The following items and corresponding maximum scores will be included in "R&D projects" in the subject area in question:

- Coordination of R&D projects (15 points)
- Participation in R&D projects (5 points)

A maximum score will be given for R&D projects (20 points) to the candidate with the highest number of points, with other candidates then ranked proportionately.

    14.3 Other activities relevant to the mission of the institution (ARMI), accounting for 15% of the final classification. The scoring of these activities will be a maximum of 100 points, with the following maximum scores:

    a) Chairpersons of managing boards of higher education institutions / organic units (15 points)

    b) Members of managing boards of higher education institutions / organic units (8 points)

    c) Chairpersons of departments (8 points)

    d) Coordinators of courses (6 points)

    e) Heads of scientific areas/subject area groups (4 point)

    f) Coordinators of institutional offices (4 points)

    g) Members of institutional offices (2 points)

    h) Presidents of selection process juries (2 points)

    i) Member of doctoral, Master's or bachelor's examination juries (5 points)

    j) Heads of institutional committees/workgroups (2 points)

    k) Members of selection process juries/institutional committees/workgroups (1 point)

    l) Organizers of conferences (2 points)

    m) Organizers of events (seminars, workshops, short courses, open classes, training, etc.) (1 point)

To calculate scoring, points from sub-paragraphs a) through g) will be multiplied by the number of semesters in the position, and points from sub-paragraphs h) through m) will be multiplied by the number of examples.

A maximum score will be given for other activities relevant to the mission of the institution (100 points) to the candidate with the highest number of points, with other candidates then ranked proportionately.

14.4 The final classification (FC) by each member of the jury, on a scale of 0 to 100 points, will be obtained by the following formula: FC = 40% PA + 45% TSPA + 15% ARMI.

14.5 The final classification of each candidate is obtained by averaging the classifications given by the members of the Jury.

14.6 All results are rounded and displayed to two decimal places.

15. Admission, assessment and classification of candidates – Once the application period expires, the jury meets within the legal time frame to consider the admission and proceed with the assessment and classification of candidates in accordance with the criteria stated in paragraph 14 of this Proclamation.

15.1 In the event of a tie between applicants, after obtaining the final classification, the provisions of Article 15 (3)(b) of the Regulations for Applications for the Recruitment of Teaching Staff for the Lisbon Polytechnic Institute shall apply. .

16. 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.

17. 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 and following 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 ECDESP, 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 through the Secretary's Office of the Department of Mathematics of the Lisbon Higher Institute of Engineering by scheduling an advance appointment between 10:00 AM – 12:00 PM or between 2:00 PM – 4:00 PM.

20. The shortlisted candidate will be contracted under the terms and conditions which allow for the provisions laid down in Article 24 of Law no. 24-D/2022, published in *Diário da República*, Series I, no. 251 of 30 December (State Budget Law 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, 15 December 2023. – President of IPL, Dr. Elmano da Fonseca Margato.