

## PUBLIC NOTICE

Internal applications are open by Faculdade de Ciências da Universidade de Lisboa (FCUL), for a period of 30 (thirty) working days counted from the working day immediately following the publication of this notice in *Diário da República* for 1 (one) **Associate Professor position at this Faculty in the area of Biochemistry**, to be hired through a public administration contract, as foreseen in the teaching staff list of the Faculdade de Ciências da Universidade de Lisboa, as required by Articles 38 to 51, 61 and 62-A of the University Teaching Career By-laws, amended by Decree-Law 205/2009, of August 31<sup>st</sup>, subsequently amended by Law 8/2010, of May 13<sup>th</sup>, hereinafter referred to as ECDU, in conjunction with article 77 of Decree-Law 84/2019, of June 28<sup>th</sup>, which establishes the necessary provisions for the execution of the State Budget for 2019, approved by Law 71/2018, of December 31<sup>st</sup>, and other applicable rules, namely, the Regulations for the Recruitment of Assistant, Associate and Full Professors of University of Lisbon, published by Rule 2307/2015, in *Diário da República*, 2<sup>nd</sup> Series, No. 45, of March 5<sup>th</sup>, hereinafter referred to as RegULisboa, and the Regulations for the Recruitment of Assistant, Associate and Full Professors of Faculty of Sciences of University of Lisbon, published by Rule 7999/2017, in *Diário da República*, 2<sup>nd</sup> Series, No. 177, of September 13<sup>th</sup>, hereinafter referred to as RegFCUL.

The joint Rule No. 373/2000 of 31<sup>st</sup> March, of the Minister of State Reform and Public Administration and the Minister for Equality, makes it mandatory that:

In compliance with paragraph h) of Article 9 of the Constitution, Public Administration, as an employer, actively promotes a policy of equal opportunities between men and women in what concerns access to work and professional progress, taking particular care to prevent all forms of discrimination.

This means that no candidate may be given special privileges, be benefitted or suffer prejudice, in any way, or be deprived of any right, by reason of ancestry, age, sex, sexual orientation, marital or family status, financial circumstances, educational attainment level, origin or social class, genetic inheritance, reduced ability to work, handicap, chronic illness, nationality, ethnic or racial origin, land of origin, language, religion, political or ideological convictions or union membership.

In accordance with ECDU Articles 38 to 51, in conjunction with article 77 of Decree-Law 84/2019, of June 28<sup>th</sup>, and other applicable legislation, and as required by the RegULisboa article 8, the following requirements shall apply:

### I – Authorization Order

This notice was authorized by Doutor António Cruz Serra, Rector of the University of Lisbon, on 15<sup>th</sup> December, 2019, after confirmation of the established requirements in the article 77 of Decree-Law 84/2019, of June 28<sup>th</sup>, and after confirmation of the existence of adequate budget provision and that the job is foreseen and not occupied in the FCUL teaching staff list.

## **II - Workplace**

Faculdade de Ciências da Universidade de Lisboa, located at Campo Grande, 1749-016 Lisboa.

## **III - Admission requirements**

Eligible candidates:

1) Holders of a five year old PhD degree (or older), counted from the deadline for applications, in compliance with Article 41 of the ECDU.

1.1) Holders of a PhD degree obtained abroad must have equivalence or recognition or registration of that degree proving that it is equivalent to the one awarded by Portuguese universities;

1.2) If the selected candidate do not have yet the equivalence or recognition or registration of his/her PhD degree, he/she must obtain the recognition of that degree, under the terms established in Decree-Law No. 66/2018, of August 16<sup>st</sup>, until the deadline to present to Faculdade de Ciências da Universidade de Lisboa the legal documents proving that the requirements for admission to the application are fulfilled, which determines that he/she is eligible to be hired through a public administration contract.

2) In accordance with the no. 2 of article 77 of Decree-Law 84/2019, of June 28th, only University of Lisbon Professors, with a permanent public administration contract, counting 10 years (or more) in their category can apply to this position.

3) Good knowledge of the Portuguese language, both written and spoken.

Foreign candidates, except those from Portuguese-speaking countries, must declare in commitment of honour, that within a year after signing a possible contract, they will have a level of Portuguese Language (written and spoken) which allows them to teach students in Portuguese without any communication limitations.

4) In case of missing some of the mandatory documents in the application, within the deadline and in the terms indicated in Chapters VIII and IX of this public notice, the applications will not be admitted to the procedure based on the decision of FCUL's Director, even before the admission on absolute merit.

5) The fulfillment of the requirements for admission and non-admission of candidates are the ones established on the Chapter VI of the RegULisboa.

## **IV - Admission criteria based on absolute merit**

Once all application formalities have been carried out, candidates will be admitted based on absolute merit. All eligible candidates must have a global curriculum that the selection panel considers to be of scientific value, the capacity to carry out research and previous teaching experience compatible with the area of Biochemistry as put up for tender and appropriate to the corresponding teaching category of Associate Professor.

For each candidate, absolute merit approval is obtained by an absolute majority of votes by the voting members of the selection panel through a roll call vote. Abstentions shall not be allowed.

## **V - Parameters of evaluation and ranking of relative merit, their weights and final valuation system**

The candidates approved in absolute merit will be ranked according to the selection criteria described below, under the terms established in No. 6 of Article 50 of the ECDU, in No. 4 of

Article 5 and Article 11 of the RegULisboa, and in Articles 8 and 9 of RegFCUL. The evaluation of candidates' relative merit for their ranking will be based on a weighted sum of points in a scale 0-100 (being 0 the minimum and 100 the maximum), according to the evaluation parameters discriminated below.

The evaluation parameters take into account the Pedagogical Group, the Research Group, the Other Activities Group developed by the candidate, and the scientific and pedagogical projects, giving emphasis to the relevance and quality of the candidate's curriculum vitae and to the most relevant academic contributions selected by the candidate and identified in the curriculum vitae.

These evaluation components should be compatible with the area of Biochemistry as put up for tender, and appropriate to the Associate Professor category with the following weight:

- A) Pedagogical Group – **30%**;
- B) Research Group – **55%**;
- C) Other activities Group – **5%**;
- D) Merit of the projects about the scientific and pedagogical proposition to be developed by the candidate in the area of the tender – **10%**.

In each Group there will be an evaluation of the parameters that are next described:

**A) Pedagogical Group (30%)**

Each member of the jury will select autonomously nonzero weights for each parameter, which are the same for all candidates.

This Group is divided into the following parameters:

- 1) Teaching: the evaluation of this parameter should consider teaching and/or coordination of curricular units related to the disciplinary area of the call: diversity, pedagogical practices and, if available, the students opinion about those units;
- 2) Pedagogical materials: the evaluation of this parameter should consider quality and diversity of publications, computer applications, experimental prototypes, texts and teaching materials which were performed or prepared by the candidate;
- 3) Pedagogical innovation: the evaluation of this parameter should consider the promotion of new pedagogical initiatives: solid and coherent proposals for the creation and/or reformulation of curricular units, creation or reinforcement of laboratory support infrastructures (experimental and/or computational), creation or restructuring of groups of curricular units or study plans;
- 4) Academic supervision: the evaluation of this parameter should consider supervision experience of doctoral, master and undergraduate students: number, quality, scope and scientific/technological impact of publications, theses, dissertations and final reports. Quality awards and international recognition must be highlighted. Orientation, co-orientation and other mentoring activities should be clearly described;
- 5) Other: this parameter evaluates relevant work and/or professional experience, outside the academic environment, in the area of the call.

## **B) Research Group (55%)**

Each member of the jury will select autonomously nonzero weights for each parameter, which are the same for all candidates.

This Group is divided into the following parameters:

- 1) Publications: books and/or book chapters, articles in scientific journals and in conference proceedings (as author or co-author), characterized in terms of type of publication, impact factor and citation numbers. The quality of the selected publications should be considered;
- 2) Projects: coordination and participation in scientific projects, derived from competitive calls, in national and international programs. The capacity to attract competitive funding, the challenges and the results (scientific and/or technological and/or innovation) should be considered;
- 3) Autonomy and leadership: the evaluation of this parameter should consider participation and coordination of initiatives to create or reinforce experimental and/or computational laboratory infrastructure to support research. Coordination and leadership of research teams;
- 4) Recognition: the evaluation of this parameter should consider awards of scientific societies or obtained in scientific meetings, editorial and evaluation activities in scientific journals, peer evaluation activities (programs, projects, grants, prizes), coordination or participation in program commissions of scientific events, invited lectures in scientific meetings or in other universities, participation as a member of scientific societies of competitive admission and other distinctions;
- 5) Innovation: authorship and co-authorship of patents, technologies, utility models and industrial designs. The nature, territorial scope, level of technology and obtained results, as well as entrepreneurial initiatives with significant participation should be considered;

## **C) Other activities Group (5%)**

Each member of the jury will select autonomously nonzero weights for each parameter, which are the same for all candidates.

This Group is divided into the following parameters:

- 1) Outreach: this parameter evaluates articles in national and international journals and conferences, and other scientific and technological publications with professional and social impact;
- 2) R&D Services: the evaluation of this parameter considers participation in activities involving the economic system and/or business environment and/or the public sector (type of participation, size, diversity, technological intensity, innovation). Participation and coordination of scientific and technological outreach initiatives for the scientific community (organization of meetings, conferences, ...), within the pre-university education system (students and teachers), the media, the general public, associations and outreach entities, highlighting their nature, scientific and technological intensity, and results;

- 3) Institutional positions: this parameter evaluates individual positions in university management bodies (rectorships, school management, ...) or as qualified representative in management bodies of the scientific and technological system;
- 4) Scientific and/or academic positions: the evaluation of this parameter considers participation in collective bodies (Scientific or Pedagogical Councils, ...). Individual management positions in departments, research units, course coordinations, disciplinary areas, sections. Positions and temporary tasks of scientific and/or pedagogical nature that have been assigned by the competent management bodies. Participation in collective panels that evaluate applications to scientific programs, academic examination boards, among others;
- 5) Other positions: positions in scientific or professional organizations of national or international scope should be considered.

#### **D) Scientific and Pedagogical Projects (10%)**

- 1) In the scientific project, with the weighting of 5%, the candidate should describe his research plan, within 3 to 5 years, framing it on his career development, particularly in the context of one of FCUL's R&D unit.

The evaluation of the scientific project will focus on: a) quality and adequacy to the reality of FCUL; b) contributions to the strategic project of one or more of FCUL's R&D units.

The scientific project should have no more than 25000 characters, including spaces between words.

- 2) In the pedagogical project, with a weighting of 5%, the candidate must identify the group of curricular units for which he/she is specially qualified to teach and eventually propose new contributions in the pedagogical area that he/she intends to develop, referring to a period of 3 to 5 years, within the scope of curricular units already existing or to be created;

The evaluation of the pedagogical project will focus on: a) contributions to FCUL Programs associated to the Department of Chemistry & Biochemistry; b) contributions for the development of the educational offer of FCUL and/or for pedagogical innovation.

The pedagogical project should have no more than 25000 characters, including spaces between words.

#### **VI - Curricular Enhancement Factor and its application**

- 1) For the following parameters the classification can be enhanced through the application of Curricular Enhancement Factor:
  - a) On the Pedagogical Group: Academic supervision;
  - b) On the Research Group: Publications; Projects; Innovation;
  - c) On the Other Activities Group: R&D Services.

This Factor will enhance the compliance of curricular elements with the Specific Domains of:

- Analytical Biochemistry;
- Biochemical Regulation.

This multiplicative enhancement factor is independent and will be selected individually for each jury member in the range 1 (no enhancement) to 1.5, and will be applied to all candidates.

- 2) The jury members must use the spreadsheet made by FCUL.
- 3) Within each Group the sum of weights is 100%, and each jury member is responsible to autonomously select nonzero weights for each parameter, which will be the same for all candidates.
- 4) The spreadsheet will not allow the saturation of classifications whenever Curricular Enhancement Factor is applied.
- 5) For better understanding the process of evaluation of relative merit, the mentioned spreadsheet and the guidelines which explain in detail how it works, are available in [www.ciencias.ulisboa.pt/concursos?id=3157](http://www.ciencias.ulisboa.pt/concursos?id=3157)

### **Ranking list of candidates**

After Curricular Enhancement Factor application, each panel member produces a list of candidates ranked by decreasing order of merit. The panel members vote individually based on their own ranked list of candidates.

In accordance with article 20 of RegULisboa, the panel members vote for the first place, then for the second place, and so on, until the ranking of all the candidates admitted to the tender and previously selected on the basis of absolute merit is completed. In each vote, the panel decisions are made by an absolute majority of votes.

Once the selection criteria have been applied, the selection panel prepares a unitary ranking list of candidates.

### **VII - Public hearings**

- 1) Whenever necessary, the panel may decide, by an absolute majority of votes, at its first meeting, to set up public hearings on equal terms for all the candidates admitted based on absolute merit, to clarify some points related with submitted documents.
- 2) If public hearings are necessary, they will occur between the 20<sup>th</sup> and the 50<sup>th</sup> days after the meeting for admission based on absolute merit, and all candidates shall be informed, at least 5 days before, when and where they will take place.
- 3) For public hearings meetings both panel members and candidates can participate by videoconference.
- 4) The selection board may also request complementary documents related to the curriculum vitae submitted by the candidates, based on the provisions of paragraph a) of no 4 of Article 50 of the ECDU.

### **VIII – Application process**

Formal procedure for applications:

Under penalty of exclusion, applications must be submitted through the FCUL online application platform, available at: <https://ciencias.ulisboa.pt/doc>

Applications sent by e-mail or through any other means will not be accepted.

## **IX – Documents required for submission of applications**

The application, under penalty of exclusion, must be accompanied by the following documents, in PDF format (allowing text copy but not text edition):

a) Application Form - Declarations, fully completed, dated and signed, in accordance with the form available in: [www.ciencias.ulisboa.pt/concursos?id=3157](http://www.ciencias.ulisboa.pt/concursos?id=3157)

The use of this form is compulsory.

b) Candidate's curriculum vitae (CV), describing the activities carried out in the different groups that, in accordance with Article 4 of the ECDU, constitute the set of duties to be performed by an Associate Professor, structured in the terms of this notice, in order to make it easier to identify the elements and its relation with the different groups and their respective evaluation parameters. Whenever CV includes pedagogical survey about curricular units or indicators of school success, they should be based on official information of the institutions where the teaching took place.

c) Short CV, using the form available in [www.ciencias.ulisboa.pt/concursos?id=3157](http://www.ciencias.ulisboa.pt/concursos?id=3157), whose information should be demonstrable in the CV context and other documents submitted.

d) Copies of the publications selected by the candidates as the ones that best represent their activity so far, up to a maximum of five;

e) Scientific and pedagogical projects, under the terms of Chapter V, with no more than 25000 characters (including spaces between words), each one;

f) Declaration in commitment of honour that, once in an eligible position in the ranking list, the candidate will integrate one of the Faculty of Sciences' R&D Units, despite some temporal or other conditioning (integrated in the Application request – declarations);

g) Declaration in commitment of honour (signed by the candidate) in improving proficiency in Portuguese, in case of been hired, under the terms established on Chapter III, available in [www.ciencias.ulisboa.pt/concursos?id=3157](http://www.ciencias.ulisboa.pt/concursos?id=3157)

h) Statement of the period of service in the category of Assistant Professor, issued by the Faculty of University of Lisbon where candidate works, dated within the application period, which must be submitted in the application platform under "Other documents".

This statement is not necessary for candidates who work at FCUL.

## **X – Language**

All documents of the applications must be submitted either in Portuguese or English languages.

## **XI - Formal assessment of applications, notification and exclusion**

1) There will be "Hearing of Interested Parties" under the terms of articles 121 e 122 of the Administrative Legal Procedures Law:

a) Candidates that have not been admitted to the tender, for failed to meet all the requirements for admission, which don't depend to being approved or not on absolute merit.

b) Candidates not approved on absolute merit.

- c) Candidates on the ranking list not approved for the post of the tender.
- 2) Candidates will be notified in one of the following ways:
- a) By e-mail;
  - b) By registered letter;
  - c) By personal notification.
- 3) The hearings are always done in writing.
- 4) All the interested parties can submit their comments, in writing, within a period of ten working days counting from the date:
- a) Of the access to the sent e-mail message, according to Administrative Legal Procedures Law;
  - b) Of registration of the letter, extended by a period on account of distance, according to Administrative Legal Procedures Law;
  - c) Of the personal notification.

## **XII – Members of the Selection Panel**

In compliance with Articles 45 and 46 of the ECDU and in article 14 of the RegULisboa, in conjunction with no. 4 of article 77 of Decree-Law 84/2019, of June 28th, the selection panel is composed by the following members:

Chairman: Rector of the University of Lisbon

Members:

- Professor Jorge Eduardo da Silva Azevedo, Full Professor, Departamento de Biologia Molecular do Instituto de Ciências Biomédicas de Abel Salazar da Universidade do Porto;
- Professor Maria João Lobo de Reis Madeira Romão, Full Professor, Departamento de Química da Faculdade de Ciências e Tecnologia da Universidade Nova de Lisboa;
- Professor Eugénio Manuel de Faria Campos Ferreira, Full Professor, Departamento de Engenharia Biológica da Escola de Engenharia da Universidade do Minho;
- Professor João António de Sampaio Rodrigues Queiroz, Full Professor, Departamento de Química da Faculdade de Ciências da Universidade da Beira Interior;
- Professor Maria José Diogo da Silva Calhorda, Retired Full Professor, Departamento de Química e Bioquímica da Faculdade de Ciências da Universidade de Lisboa.

16<sup>th</sup> December, 2019 – Director, *Prof. Doutor Luís Manuel Pinto da Rocha Afonso Carriço*