

## **PUBLIC NOTICE**

It is hereby publicly announced, by Order of the Rector, Professor Amílcar Falcão, issued on 24/02/2023, the opening of an international selection tender, for the period of 45 working days, starting on the working day following the publication of this Notice in *Diário da República* (Official Journal of the Portuguese Republic). The aforementioned tender consists of 1 position in the career of Scientific Research, in the category of Auxiliary Researcher, under a public employment contract of indefinite duration, in the scientific area of Chemistry, sub-area of Biological Chemistry of the Department of Chemistry of the Faculty of Science and Technology of the University of Coimbra, in accordance with the Statute of the Scientific Research Career, in its current wording, hereinafter referred to as ECIC, by the Regulation for the recruitment, hiring, and provision of services of Scientific Research Staff of the University of Coimbra, Regulation no. 810/2021, published in *Diário da República*, 2nd series, No. 168, of 30 August, hereinafter referred to as RRCPSPICUC, and other applicable legislation.

### **I Reference, place of work, and remuneration:**

**I.1.** Tender reference: IT074-22-12388

**I.2.** Place of work: Department of Chemistry of the Faculty of Science and Technology of the University of Coimbra.

**I.3.** Remuneration: €3,327.76, corresponds to the scale and index set out in the table in Annex 3 to Decree-Law No. 408/89, of November 18, in its current wording, without prejudice to the legally imposed restrictions.

### **II Duties to be performed:**

The duties to be performed correspond to those stated in paragraphs 1 and 4 of Article 5 of ECIC.

### **III Admission requirements:**

**III.1.** General requirements under the terms of art. 17 of the General Labour Law in Public Functions (LTFP), approved in the annex to Law no. 35/2014, of 20th June: to be, on the closing date for the submission of applications, 18 years of age or older; not to be inhibited for the exercise of public functions or prohibited to exercise the public functions that they are proposing to perform; to have the physical robustness and mental profile required to perform their duties and to have fulfilled the mandatory vaccination laws.

**III.2.** Complete, by the deadline for submitting applications, the special admission requirements

set out in paragraph 1 of article 10 of the ECIC:

Candidates who hold a doctor's degree in the scientific area of the tender are admitted, or even those who, despite having a doctorate in a different area, have a relevant scientific curriculum in these areas and, as well as;

Auxiliary researchers from another institution, from the scientific area of the tender, or even those who, although from a different area, have a relevant scientific curriculum in these areas.

**III.3.** If the candidate's PhD is not in the scientific area of the tender, the candidate is admitted if he/she presents proof that he/she has requested to the Scientific Council of the Faculty of Sciences and Technology of the University of Coimbra a document certifying that:

The scientific area in which he/she has a literary qualification is also considered as a related area to the area put up for tender;

or

The scientific area in which the candidate provided services is considered to be a related area of the area put up for tender.

#### **IV Application process**

**IV.1. Application procedure:** candidates must access and register on the electronic platform **apply.uc.pt** to submit their application, selecting the procedure they wish to apply for (Tender reference: IT074-22-12388).

The application must be submitted exclusively in digital format, in portable document format (pdf), except for the documents mentioned in IV.2.4 and IV.2.6, which may be submitted in other digital formats.

The application is made by filling in the available sections in the electronic platform Apply UC, in "My application".

When formally completing the application, if it shall contain a classified document that reveals commercial or industrial confidentiality, or a secrecy regarding literary, artistic, or scientific property, the candidate shall expressly state such reservations, under penalty of the work in question being freely accessed by any of the other candidates, during the consultation process.

#### **IV.2 Documents to be submitted**

**IV.2.1.** *Curriculum Vitae*, duly dated and signed.

The *Curriculum Vitae* must contain a preamble that includes, if it is the case, the history of all contractual relations of the candidate and respective periods, identifying the category held, the nature of the contract and the scientific area, and clearly specifying the employment contract held

and the institution where he/she works at the date of the application. It should also include a substantiated synopsis, demonstrating that the candidate has adequate competence in the preferred specialty of Nuclear Magnetic Resonance (NMR) spectroscopy in the area of Chemistry and sub-area of Biological Chemistry for which the tender is open.

The candidate must also organize his/her *Curriculum Vitae* to respond separately to each of the criteria set out in paragraph V. and its sub-paragraphs.

**IV.2.2.** Copy of certificate of qualifications.

Applicants who hold a doctoral degree obtained abroad must prove the recognition of the diploma, under the terms of Decree-Law no. 66/2018, of 16th August, under penalty of exclusion. Applicants working under a public employment contract at the University of Coimbra are exempt from submitting these documents, provided the documents are in their individual files, and request the respective exemption.

**IV.2.3.** A separate copy of the 5 papers that the candidate considers best represent his/her most significant contributions to the advancement of knowledge in the preferred specialty of NMR spectroscopy in the area of Chemistry and the sub-area of Biological Chemistry for which the tender is open, and the reasons that led to the choices made must be justified in a separate document.

**IV.2.4.** Copy of all works/papers mentioned in the *Curriculum Vitae*.

**IV.2.5.** A Scientific project, for the next 5 years, limited to 5 pages, on the lines of research in the preferred specialty of NMR spectroscopy in the area of Chemistry and the sub-area of Biological Chemistry for which the tender is open, the candidate proposes to develop at UC, and its alignment with the scientific project of the Coimbra Chemistry Center – Institute of Molecular Sciences (CQC-IMS), complying with the following requirements: presentation of the main scientific problems to which he/she intends to dedicate his/her future research, contextualizing them in the current state of the art in these areas; systematic and succinct description of the research strategies that the candidate proposes to develop his/her research and solve or contribute to solving the problems he/she proposes to study; explanation of the reasons and motivations of his/her choices.

**IV.2.6.** Any other elements that the candidate may deem relevant.

**IV.3.** All application documents listed in IV.2. must be submitted in Portuguese or English, except for those listed in IV.2.4. and IV.2.6, if no Portuguese or English version exists. Whenever the original documents mentioned in IV.2.2. and IV.2.3. are in a different language, a translation into Portuguese or English must be provided. The exception is made to Diplomas when written in Latin, in which case no translation is required.

**IV.4.** Candidates who are not Portuguese or English native speakers should have language skills at level C1 of the Common European Framework of Reference for Languages (CEFR) in at least one of the two languages.

**IV.5.** Applications that are not duly completed or do not meet the formal criteria for admission to the competition under the terms defined in the legislation in force and this announcement shall not be admitted. Submission of any required documentation after the established deadline also determines non-admission to the tender selection.

**IV.6.** The present tender ceases with the fulfilment of the job positions, or when the positions cannot be filled, due to the inexistence or insufficiency of candidates for the prosecution of the tender.

## **V Selection methods and evaluation criteria:**

**V.1.** The selection methods to be used are approval in absolute merit and evaluation of the candidates' scientific and curricular background.

### **V.2. Evaluation of Absolute Merit**

**V.2.1.** Approval on Absolute Merit will be given to candidates who hold a curriculum vitae that the jury considers appropriate for the job to be filled, namely, the merit of the scientific and technical work of the candidates, as well as professional experience and professional training, compatible with the category and scientific area and sub-area for which the tender is open, always taking into account, for this assessment, the following reference criteria:

- i. Have participated in the design, development, and execution of research project(s) of the national scientific system or others;
- ii. Have participated in the development of training actions or have been responsible for scientific guidance of Master or Doctoral students;
- iii. Be 1st author or corresponding author of scientific articles in an international peer-reviewed journal in the disciplinary area and sub-area for which the tender is open;
- iv. Have training and professional activity in the subject area and sub-area for which the tender is open.

**V.2.2.** The Jury shall decide on admission or exclusion on absolute merit by a roll-call vote, based on compliance or non-compliance with the requirements set out in paragraph V.2.1, and by an absolute majority of votes in favour from among the members present at the meeting.

The members of the jury may include their statement of the dissenting vote in a document attached to the minutes.

### **V.3. Evaluation of the scientific and curricular background**

The following should be considered as evaluation criteria: the quality of the candidates' scientific and technical work, professional experience, professional training, contribution to scientific guidance

activities, participation in teaching activities and management bodies, community service, and the quality of the scientific project, according to the following parameters and respective weighting.

**V.3.1. Quality of the scientific and technical work, with a weighting of 45%, considering the following evaluation parameters:**

**V.3.1.1.** Scientific production: the candidate's contribution to the production and dissemination of knowledge in the preferred specialty of NMR spectroscopy in the area of Chemistry and the sub-area of Biological Chemistry for which the tender is open, as well as the capacity of the candidates to have, in the future, a very relevant scientific production at the University of Coimbra, namely through the publication/participation of/in books, book chapters, articles in scientific journals and proceedings of international conferences of which the candidate/s is/are author/authors or co-authors, considering their nature, impact factor and number of citations, scientific/technological level, innovation, diversity and multidisciplinary, international collaboration, the importance of the works to the advancement of current state of knowledge, the importance of the works that were selected by the candidate as the most representative and the scientific project presented, should be considered;

**V.3.1.2.** Coordination and participation in scientific projects: the potential and previous experience of the candidate in participating and coordinating scientific projects subject to evaluation on a competitive basis, as well as in research teams, in the area and sub-area for which the tender is open, should be considered, namely with regard to taking into account the territorial scope and its size, the technological level and the importance of contributions, innovation, and diversity;

**V.3.1.3.** Creation and expansion of laboratory facilities: participation of the candidate in the creation or expansion of laboratory infrastructures, of an experimental and/or computational nature to support research, in the area and sub-area for which the tender is open, should be considered;

**V.3.1.4.** Dynamization of the scientific activity: the candidate's participation in national and international research networks, and scientific dissemination initiatives, namely through the organization of international scientific events, in the area and sub-area for which the tender is open, should be considered;

**V.3.1.5.** Impact and national and international recognition of the scientific production: the recognition by the international scientific community of the results obtained by the candidates in the area and sub-area for which the tender is open, should be considered, taking into account, namely, awards from scientific societies, editorial activities in scientific journals, participation in editorial boards of scientific journals, coordination and participation in program committees of scientific events, guest lectures at scientific meetings or other institutions, participation as a member of scientific societies with competitive admission, and other similar distinctions.

**V.3.2. Professional experience and training, with a weighting of 10%, considering the following evaluation parameters:**

**V.3.2.1** Level and adequacy of academic degrees and diplomas or professional qualifications, in the area and sub-area for which the tender is open;

**V.3.2.2.** Professional experience of the candidate for the exercise of functions as an Auxiliary Researcher in the preferred specialty of NMR spectroscopy in the area and sub-area for which the competition is open;

**V.3.2.3.** Orientation, development, or participation in training programs and/or training actions in the area and sub-area for which the tender is open.

**V.3.3. Involvement in scientific advisory activities and participation in teaching activities, with a weighting of 5%, considering the following evaluation parameters:**

**V.3.3.1.** Activities of monitoring and supervising research work developed by research fellows, interns, and assistants, participating in their training, as well as supervising the thesis of higher education students, namely undergraduate, postgraduate, master's and doctoral students;

**V.3.3.2.** Collaboration in professional training actions, namely the participation and coordination of training courses aimed at the public and private sector, taking into account their nature and the results achieved;

**V.3.3.3.** Pedagogical content: publications, computer applications, and experimental prototypes of a pedagogical nature that the candidate has produced or participated in, and their impact on the national and international community should be considered;

**V.3.3.4** Participation in teaching activities: the curricular units that the candidate has coordinated and taught should be considered, considering the diversity, the pedagogical practice, and the universe of students.

**V.3.4. Participation in management bodies, with a weighting of 5%, considering the following evaluation parameters:**

**V.3.4.1** Holding positions or functions in bodies of Higher Education Institutions, and Research Units, considering their nature, duration, and responsibility;

**V.3.4.2.** Holding temporary positions and tasks, namely in editorial bodies of international journals, evaluation committees of scientific programs, academic juries, juries of scientific competitions, and others that have been assigned by the competent management bodies;

**V.3.4.3.** Holding other positions, namely those legally considered equivalent to the effective exercise of teaching functions and those carried out in national and international scientific organizations.

**V.3.5. Community service, with a weighting of 5%, considering the following assessment parameters:**

**V.3.5.1.** Provision of services and consultancy: participation and implementation in/of projects, as well as the provision of specialized services to institutions or companies, considering the size,

diversity, scientific-technological level, and innovation thereof;

**V.3.5.2.** Intellectual property: namely authorship and co-authorship of patents, models, trademarks, or industrial designs, considering their nature, territorial scope, scientific-technological level, and the results obtained;

**V.3.5.3** Participation in the preparation of draft legislation and standards: their nature, territorial scope, and technological level should be considered;

**V.3.5.4.** Active participation in obtaining competitive funding for research and development activities;

**V.3.5.5.** Promotion and/or participation in studies and debates open to civil society to diagnose problems, study alternatives, and define paths of evolution.

**V.3.6. Quality of the scientific project** in the preferred specialty of NMR spectroscopy in the area of Chemistry, sub-area of Biological Chemistry, for which the tender is open, and its alignment with the scientific project of the Coimbra Chemistry Center - Institute of Molecular Sciences (CQC-IMS), **with a weighting of 30%.**

## **VI Selection process**

### **VI.1. Preliminary meeting**

**VI.1.1.** In the preliminary meeting, the Jury checks the admission requirements of the candidacies and prepares the list of admitted and excluded candidates.

**VI.1.2.** The list of admitted and excluded candidates shall be sent to the candidates for the purposes of a hearing of interested parties in accordance with the provisions of Article 121 et seq. of the CPA.

**VI.1.3.** If any allegations are made by the candidates, the Jury will meet to discuss them and the interested parties will be notified of the Jury's decision.

**VI.1.4.** The list of admitted and excluded candidates shall be approved by the Rector after the conclusion of the preliminary meeting or after the conclusion of the assessment and allegations, should these take place. The Rector's ratification decision may be appealed under the terms of the general law.

### **VI.2. Evaluation meeting**

**VI.2.1.** If there are no excluded candidates, at the admission meeting, the jury will also evaluate the candidates.

**VI.2.2.** If, during the admission meeting, the jury decides to exclude a candidate, the evaluation meeting is held after the period for the hearing of interested parties and approval of the list of admitted and excluded candidates.

**VI.2.3.** In the evaluation meeting, the jury starts by deciding on the approval of the candidates on absolute merit, under the terms of point V.2. It then proceeds to evaluate the candidates that were admitted on absolute merit and prepares the final ranking list.

## **VII Ranking and voting procedure:**

**VII.1.** When the debate on the evaluation of the candidates has allowed all the members of the jury to establish a ranking of the candidates, each member shall present, in a written document, which shall be attached to the minutes, his/her proposal for the ranking of the candidates, duly reasoned on the selection methods and criteria, and the evaluation parameters set out in the present Notice. In the various sequential votes, each member of the jury must respect the ranking of candidates he/she initially presented.

**VII.2.** The first voting is intended to determine the candidate to be placed in the first position of the rank. If a candidate obtains more than half of the votes, he or she is placed first. Should this not be the case, all candidates who had zero votes are removed and the candidate who received the least number of votes but at least one vote in the first voting is also removed.

In case there is more than one candidate in the position of least voted with at least one vote, a vote is taken only on those candidates who are tied for last, to decide which to exclude. For this voting, the members of the jury vote for the candidate who is lowest in their ranking, and the candidate with the most votes is removed. If in this voting there is a tie between two or more candidates, the President of the Jury decides which candidate will be excluded from among them.

After this exclusion, the first voting will take place again, but only with the remaining candidates. The process is repeated until one candidate obtains more than half of the votes, and is placed first.

**VII.3.** Once the candidate selected in the first place has been withdrawn from the voting, the entire process is repeated for the second place, and so on, until a ranked list is obtained with the number of candidates approved in the selection method.

**VII.4.** Abstentions are not allowed in jury votes.

## **VIII Notification of candidates:**

**VIII.1.** Candidates shall be notified of the list of admitted and excluded candidates and the Final Report by registered mail and by electronic mail or through electronic notification automatically generated by a system included on a website belonging to the UC, the electronic platform for the management of tender procedures of the University of Coimbra - Apply UC - with the prior consent of the candidates, under the terms of no. 5 of art. 26 and no. 3 of art. 27 of the ECIC and no. 4 of art. 27 and no. 3 of art. 29 of the RRCPSICUC.



**VIII.2.** The full application process may be viewed by the candidates, by appointment, requested by e-mail to the address of the Human Resources Management Service: [sgrh@uc.pt](mailto:sgrh@uc.pt).

**IX Jury members:**

According to notice n.º 5575/2023, published in Diário da República, 2nd Series, n.º 54, March 16, the selection board is established as follows:

**Chairman:**

Rui Fausto Martins Ribeiro da Silva Lourenço, Full Professor at the Department of Chemistry of the Faculty of Science and Technology of the University of Coimbra;

**Committee members:**

Eurico José da Silva Cabrita, Associate Professor with Aggregation at the Department of Chemistry of the University of Nova de Lisboa;

Ricardo Saraiva Loureiro de Oliveira Louro, Associate Professor with Aggregation at the António Xavier Institute of Chemical and Biological Technology, Universidade Nova de Lisboa;

Ana Maria Pissarra Coelho Gil, Associate Professor with Aggregation at the Chemistry Department of the University of Aveiro;

Teresa Margarida Vasconcelos Dias de Pinho e Melo, Associate Professor with Aggregation at the Chemistry Department of the Faculty of Science and Technology of the University of Coimbra;

Rui Manuel Pontes Meireles Ferreira de Brito, Associate Professor at the Department of Chemistry of the Faculty of Science and Technology at the University of Coimbra.

In the event of absences or impediments of the Chair he shall be replaced by Luís José Proença de Figueiredo Neves, Full Professor and Vice-Rector of the University of Coimbra, who shall be replaced, in the event of his impediment, by the Committee member Teresa Margarida Vasconcelos Dias de Pinho e Melo, Associate Professor with Aggregation at the Chemistry Department of the Faculty of Science and Technology of the University of Coimbra;

The present Notice has been drawn up for the record and shall be published in the 2nd series of *Diário da República*, on the Public Employment Pool (BEP), and in Portuguese and English on the online platform Apply UC and EURAXESS Portugal, at <https://www.euraxess.pt/>.

According to subparagraph h) of Article 9 of the Portuguese Constitution, the Public Administration,

as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional development and takes action to prevent each and every kind of discrimination.

In this sense, no one can be privileged, benefited, harmed, or deprived of any right or exempt from any duty due, in particular, to ancestry, age, sexual orientation, gender, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions, and trade union affiliation.

University of Coimbra,



The Chairman, Rui Fausto Martins Ribeiro da Silva Lourenço