

## **Lisbon Polytechnic Institute**

### **Public Notice**

Under the terms and conditions of Articles 3, 5, 10-B, 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 (IPL), it is hereby made public, by dispatch of the President of the IPL, of 05 January 2024, pursuant to Article 92(1)(d) of Law No. 62/2007 of 10 September, and Article 26(1)(d) of the 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 this notice in Diário da República, applications are now invited for the purpose of filling one teaching vacancy for an Adjunct Professor scheduled for 2024 at the Lisbon Polytechnic Institute/Lisbon Higher Institute of Engineering, in the Department of Mechanical Engineering, for the subject area of Mechanical Design and Maintenance.

1. 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.
2. Functional Content - As described in paragraph 4 of Article 3 of ECPDESP.
3. 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.
4. 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 Mechanical Engineering. Absolute merit is gauged on the basis of the applicant's curriculum vitae, relevant in the subject area referred to in this Public Notice, under the terms laid down in paragraphs 9 and 10 of this notice. Applicants who, in the jury's assessment, are ranked below 50% overall, or are ranked below 20%, 20% and 10%, in criteria 10 (B) (a), (b) and (c), respectively, shall be excluded.
5. Applications - Formal applications should be submitted to the President of the Polytechnic Institute of Lisbon, sent to the following email address: [cd.pa.dem.PMM.14@isel.pt](mailto:cd.pa.dem.PMM.14@isel.pt).
6. 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 the date of the Diário da República in which this public notice was published; as well as any other information deemed relevant in order to assess the suitability of the interested parties.
7. Documents to be submitted together with the application:

- i) Identity card or citizen card (with no exclusion for failing to present an identification document, upon presentation of an alternative document, proving the requirements necessary to perform public duties);
- ii) Criminal record certificate;
- iii) Medical certificate confirming the candidate's physical condition and psychological profile to perform public service, issued by a practising doctor;
- iv) Compulsory vaccination record, duly updated;
- v) Documents proving that the candidate meets the legal provisions stipulated in paragraph 4 of this public notice;
- vi) Detailed Curriculum Vitae, dated and signed, taking into account the assessment criteria and parameters contained in point 10 of this Notice, which if this does not happen may be grounds for exclusion from the competition, in PDF format;
- vii) Scientific-Pedagogical Project in PDF format: This document should include the applicant's proposed activities during his/her first five years as an Adjunct Professor, explaining how he/she can contribute towards the progress and development of the subject area in question from a scientific, pedagogic and social cooperation standpoint;
- viii) Only those items for which the candidate can provide objective proof will be considered eligible for examination.
- ix) Complete list of all documentation submitted.

7.1 Whenever appropriate, the jury reserves the right to request further documentation related to the curriculum vitae submitted.

8. Exemption from the submission of documents - Exemption from the submission of the documents mentioned in ii), iii) and iv) 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.

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

9. Information to be provided in the curriculum vitae:

- i) Academic qualifications (degrees, grades, dates and institutions where they were obtained);
- ii) Other certified training, including the respective grades, dates, duration and awarding institutions;
- iii) Professional experience in the subject area in question;
- iv) Technical-scientific experience in the subject area in question:
  - (1) Articles and other published scientific and technical works (a copy of the works must be provided in PDF format, in particular the doctoral thesis);
  - (2) Participation in research and innovation projects (the information provided should allow for an assessment of the applicant's degree of involvement and responsibility, specify amounts of financing, team and duration of the projects, the results achieved and their impact on society);
  - (3) Guidance and participation in academic juries;
  - (4) Participation and organisation of congresses, seminars, and other events of a similar nature (the information provided must allow the candidate's type of participation and responsibility to be assessed), as well as participation in editorial activities and technical/scientific organisations;

- v) Pedagogical experience, namely: teaching activity; pedagogical material produced (a copy of the work must be provided in PDF format); coordination, participation and promotion of pedagogical projects (the documents provided should make it possible to assess the skills involved, the candidate's responsibility and the quality of the work produced);
  - vi) Other experiences considered relevant to the application, namely those of an institutional scope and the economic and social value of knowledge.
10. Selection criteria and classification of candidates: In compliance with the terms of Article 15-A of ECPDESP and Order no. 1979/2010 of 12 January, published in Diário da República, Series II, No. 19 of 28 January, the Jury approved, at a preliminary meeting on 11 July 2024, the following criteria, indicators and considerations, with a view to assessing and classifying candidates, and the curriculum vitae should be organised according to the same criteria:
- A. The jury will carry out a reasoned assessment, in writing, taking into account, for the parameters in which it is applicable, the technical/scientific value, quantity, quality, range, relevance, currentness and experience in the subject area in question. Only elements that the jury considers to fall within the disciplinary area in which the competition is open will be counted;
  - B. Considering the aspects referred to in the previous paragraphs, each member of the jury will draw up a shortlist of candidates arising from the weighted average of the quantitative classifications obtained in each of the assessment parameters defined by the jury, on a scale of 0 to 100 points:
    - a) Technical, scientific and professional performance (DTCP) has a relative weighting of 40%, considering that it meets this assessment criterion: Books, scientific articles published in national and international journals, refereed book chapters, proceedings of international conferences, representative of the candidate's scientific output, in the subject area in question, in particular the five publications selected by the candidate as most representative; Coordination and participation in scientific research and development projects financed by national and international funding entities, including industry and services, particularly in the subject area in question, duly justifying the contribution of the candidate and to the institution; Guidance, argumentation and presiding over juries of Master's Final Works, with emphasis on the argumentation of Master's degrees, doctorates and post-doctoral work, in institutions external to ISEL; Intervention in the scientific and professional community, including participation in project evaluation panels, organisation and participation in scientific committees of technical/scientific events, whose minutes are indexed in leading databases, creation and participation in the editorial board of national and international scientific journals, participation in research networks and holding management positions in technical, scientific and professional societies, particularly in the subject area in question; Non-academic professional experience, relevant to the area in question. The scientific merit of candidates whose technical/scientific activity reveals autonomy and scientific leadership in the area in question will be valued. In addition to the analysis of post-doctoral scientific output at the submission date of the documentation for the application, the assessment of this criterion will also focus on an evaluation of the inherent productivity and potential that may be expected to be associated with it;

- b) Pedagogical capacity (PC) has a relative weighting of 40%, considering that it is included in this assessment criterion: Range of curricular units taught (subjects and study cycles); Coordination of curricular units; Quality of teaching material published or presented to students; Coordination, participation and promotion of pedagogical projects (creation of new study cycles granting an academic degree accredited by A3ES, creation of new courses and study programmes, reformulation of existing projects, evaluation of courses and promotion of experimental pedagogical experiences), relevant to the area in question;
- c) Other activities (OA) relevant to the institution's mission have a weighting of 20%, considering that they are part of this assessment criterion: Scientific-Pedagogical Project that must include a proposal of the activities that the candidate intends to undertake during the first five years of his/her activity as an Adjunct Professor, explaining how s/he can contribute to the progress and development of the subject area in question in the scientific, pedagogical aspects and cooperation with society; participation in the bodies and management activities of public-private institutions (presidency/direction, presidency of the Scientific/Pedagogical Technical Council, vice-presidency, direction of scientific area/department, direction of research unit); Membership of bodies and participation in units, groups or institutional work committees, relevant to the area in question; tasks for the economic and social valorisation of knowledge, namely, provision of services to the community, technology transfers, creation of technology-based companies and performance of functions of public interest.

C. The weightings associated with the assessment criteria and parameters are as follows:

Assessment criteria	Weightings	Assessment parameters	Weightings
Technical, Scientific and Professional Performance (TSPP)	P1 = 0.40	Scientific output (C11) R&D projects (C12) Guidance and academic work juries (C13) Intervention in the scientific and professional community (C14) Professional experience (C15)	P11 = 0.40 P12 = 0.25  P13 = 0.20  P14 = 0.10 P15 = 0.05
Teaching Ability (TA)	P2 = 0.40	Range of curricular units taught (C21) Coordination of curricular units (C22) Quality of teaching material (C23) Coordination, participation and organisation of pedagogical projects (C24)	  P21 = 0.25 P22 = 0.25 P23 = 0.20  P24 = 0.30
Other activities (OA)	P3 = 0.20	Scientific/Pedagogical Project (C31) Participation in the bodies and the management activities of the institution (C32) Membership of bodies and participation in institutional units, groups or work committees (C33) Tasks for the economic and social valorisation of knowledge (C34)	P31 = 0.45  P32 = 0.20  P33 = 0.10  P34 = 0.25

- D. Once the admission phase to the competition has ended, the jury begins evaluating the applications, taking into account the evaluation criteria and parameters and corresponding weightings set out in point 10 of this Notice.
- E. Deliberations are taken by an absolute majority of members' votes, with abstentions not permitted.
- F. The jury will first deliberate on the approval of the candidates on absolute merit, in accordance with the criteria established in point 4 of this notice.
- G. The decision not to approve on absolute merit and consequently to exclude is taken by an absolute majority, and each member of the jury must present a document with the reasons for their vote.
- H. The jury then ranks the approved candidates based on absolute merit, ordered considering the assessment criteria, parameters and corresponding weightings in point 10 of this Notice.
- I. Each member of the jury weighs each criterion and parameter for each candidate on a scale of 0 to 100.
- J. The final result (FR) is expressed on a numerical scale from 0 to 100 and is calculated as follows:  $FR = P1*(C11*P11 + C12*P12 + C13*P13 + C14*P14 + C15*P15) + P2*(C21*P21 + C22*P22 + C23*P23 + C24*P24) + P3*(C31 *P31 + C32*P32 + C33*P33 + C34*P34)$ .
- K. The ranking of candidates must be based on an assessment carried out using the criteria, parameters and corresponding weightings contained in point 10 of this Notice.
- L. Before voting begins, each member of the jury presents a document with the duly substantiated ranking of the candidates, considering for this purpose what is referred to in the previous paragraph.
- M. In the various votes, each member of the jury must respect the ranking presented, and abstentions are not permitted.
- N. The ranking methodology is set out in the following paragraphs:
  - a. the first vote is intended to determine the candidate placed first, counting the number of votes each candidate obtained for 1st place;
  - b. if a candidate obtains an absolute majority of votes for 1st place, s/he wins the selection and is removed from the ballot, and the procedure to choose the candidate who will occupy 2nd place starts;
  - c. If no candidate obtains an absolute majority of votes for 1st place, a new ballot begins, only among the candidates who obtained votes for 1st place, after the candidate with the least votes for that place in the previous vote has been removed. ;
  - d. If there is a tie between two or more candidates in the least voted position, a tie-breaking vote will be held only between them, counting the number of relative first positions of each one, with the least voted being removed;
  - e. If there is a tie between two or more candidates in the least voted position, but the number of candidates tied in the least voted position has been reduced in relation to the previous round of voting, a new tie-breaking vote will be held only between the candidates tied for the position of least voted, counting the number of relative first positions of each one, with the least voted being removed;
  - f. If a tie remains between two or more candidates in the least voted position, without the number of candidates tied in the least voted position having been reduced in relation to the previous round of voting, the tie is broken through the casting vote of the President of the jury or by exercising the tie-breaking vote, as the case may be, in accordance with Article 15(3) of the RGGPCDIPL,

with the candidate voted for by the President being chosen to take part in the subsequent vote for the same place;

- g. If there is a tie when there are only two candidates left for 1st place, the tie-breaker is done through the casting vote of the President of the jury or by exercising the tie-breaking vote, as the case may be, in accordance with Article 15(3) of RGGPCDIPL;
- h. Once the candidate for 1st place has been chosen, he/she leaves the voting and the selection procedure begins for the candidate to be placed in 2nd place, repeating the process referred to in the previous paragraphs for the subsequent places, until obtaining a ranking of all candidates.

11. Jury – By order of the President of the Lisbon Polytechnic Institute, dated 5 April 2024, corresponding to Order No. 7062/2024 published in the Diário de República, Series II, No. 121 of 25 May, the Jury shall be composed as follows:

President of the Jury:

Doctor João Manuel Ferreira Calado, Principal Coordinating Professor, President of the Department of Mechanical Engineering of the Lisbon Engineering Institute, by delegation of powers from the President of the Lisbon Polytechnic Institute.

Permanent Members:

Doctor Aníbal Jorge de Jesus Valido, Coordinating Professor of the Setúbal Higher School of Technology at the Polytechnic Institute of Setúbal;

Doctor Elza Maria Morais Fonseca, Coordinating Professor, Higher Institute of Engineering, Porto, Polytechnic Institute of Porto;

Doctor Maria Leopoldina Mendes Ribeiro de Sousa Alves, Coordinating Professor of the Higher School of Technology and Business of the Polytechnic Institute of Leiria;

Doctor Pedro Lúcio Maia Marques de Almeida, Coordinating Professor with Aggregation, at the Lisbon Higher Institute of Engineering, of the Lisbon Polytechnic Institute.

Alternate Members:

Doctor Marta Cristina Cardoso de Oliveira, Associate Professor with Aggregation, of the Faculty of Science and Technology, of the University of Coimbra;

Doctor Filipe José Didelet Pereira, Retired Coordinating Professor, of the Setúbal Higher School of Technology, at the Polytechnic Institute of Setúbal.

In compliance with Article 13(3) of the regulations for hiring teaching staff at the Lisbon Polytechnic Institute, the jury appointed Doctor Pedro Lúcio Maia Marques de Almeida to replace the President of the jury, in their absence or impediment.

- 12. Admission, assessment and ranking of candidates – once the application period expires, the jury meets to consider the admission and proceeds with the assessment and ranking of candidates in accordance with the criteria stated in point 10 of this public notice.
- 13. 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.
- 14. 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 et seq. of the Code of Administrative Procedure (CPA), published by Law No. 4/2015 of 7 January.

15. 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.
16. Consultation of the process – The selection process may be consulted by those candidates wishing to do so through the Secretary's Office of the Mechanical Engineering Department of the Lisbon Higher Institute of Engineering during normal office hours, i.e. 10.00 am - 12.00 pm and 2.00 pm – 4.00 pm.
17. The shortlisted candidate will be contracted under the terms and conditions which allow for the provisions laid down in Article 22 of Law no. 82/2023 of 29 December (State Budget Law for 2024).
18. 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, 23 July, 2024. President of IPL - Dr. Elmano da Fonseca Margato.