

**UNIVERSITY OF LISBON**

**FACULTY OF MEDICINE**

**ANNOUNCEMENT**

**ANNOUNCEMENT FOR THE OPENING OF AN INTERNATIONAL SELECTION TENDER PROCEDURE FOR DOCTORATE HIRING PURSUANT TO ARTICLE 23 OF DECREE-LAW NO. 57/2016 OF 29 AUGUST, AS AMENDED BY LAW NO. 57/2017, OF 19 JULY AND COMPLEMENTARY LEGISLATION**

1. The meeting of the Scientific Board of the Faculty of Medicine of the University of Lisbon, held on December 18, 2018, deliberated the opening of an international selection tender for 1 vacancy of doctorate in the junior researcher category to perform duties of scientific research in the scientific area of Neurosciences in a fixed-term public service work contract scheme with the duration of three years, with a view to developing the Programme Contract CEECINST/00110/2018 funded by the Foundation for Science and Technology (FCT).

2. Applicable legislation:

Decree-Law no. 57/2016, of 29 August, which approved the doctorate-hiring scheme intended to foster scientific and technological employment for all knowledge areas (RJEC), as amended by Law no. 57/2017, of 19 July, also taking into account the provisions of Regulatory Decree no. 11-A/2017, of 29 December.

General Public Service Labour Law (LTFP), approved in annex to Law no. 35/2014, of 20 June, under its current wording.

3. Pursuant to article 13 of RJEC, the tender selection panel shall be formed by:

Chairman: Fausto José da Conceição Pinto, PhD, Full Professor and Director of the Faculty of Medicine of the University of Lisbon;

1st Member: Ana Maria de Sousa Ferreira Sebastião, PhD, Full Professor at the Faculty of Medicine of the University of Lisbon;

2nd Member: Mamede Alves de Carvalho, PhD, Full Professor at the Faculty of Medicine of the University of Lisbon;

3rd Member: Alexandre Valério de Mendonça, PhD, Coordinating Researcher at the Faculty of Medicine of the University of Lisbon.

4. Workplace shall be at the Faculty of Medicine of the University of Lisbon.

5. The monthly remuneration to be paid is the one provided for in Article 5(1) of Regulatory Decree no. 11-A/2017, of 29 December, corresponding to level 1 of the single remuneratory table, approved by Ordinance no. 1553-C/2008, of 31 December, in the amount of 2,128.34 Euros without prejudice to Article 5(3) of the Regulatory Decree-Law.

6. The contract is concluded for a period of three years, automatically renewable for one-year periods up to the maximum of six years, except when:

6.1 The scientific body of the FMUL proposes its termination based on an unfavourable evaluation of the work developed by the doctorate, which shall be communicated to the interested party up to 90 days before the expiry of the initial contract or the renewal in force;

6.2 Any of the causes for extinction in Article 289 of the LGTF applies;

6.3 The doctorate communicates in writing, no later than 30 days before the expiry of the contract or the renewal in force, the intention not to renew it, with the subsequent expiration of the fixed-term contract concluded following this notice.

7. Any national, foreign and stateless applicant(s) who hold a doctorate degree in a field of knowledge or speciality that covers the scientific area of Neurosciences or related scientific area, as well as those to whom, pursuant to Decree- Law no. 341/2007, of 12 October, regulated by Ordinance no. 227/2017, of 25 July, the totality of the rights inherent to the degree of Doctor was recognised, or to whom, pursuant to Decree-Law no. 283/83, of 21 June, an equivalence to or recognition of the degree of Doctor has been granted can submit their applications. The equivalence, recognition or registration of the degree of Doctor shall be obtained within the deadline for submitting applications.

8. Formalisation of applications:

8.1 Applications are formalised by means of an application file, made available at the e-mail address of the Faculty of Medicine of the University of Lisbon, at, <http://www.medicina.ulisboa.pt/menu-topo/recursos-humanos/procedimentos-concursais/> sent to the Director of the Faculty, including the identification of this announcement, full name, number and date of the identity card, Citizen Card, or civil identification number, taxpayer number, date and place of birth, occupation, residence and contact address, including e-mail address and telephone number.

8.2 The applications shall include documents proving that the conditions provided for in section 8 for tender admission are met, namely:

- a) Copy of the certificate or diploma;
- b) Doctoral thesis or equivalent document(s) that determined the granting of this academic degree;
- c) *Curriculum vitae*, detailed and structured pursuant to sections 12 and 14, indicating, with an attached copy, the works considered by the applicant most relevant as part of sections 12 and 14;
- d) Scientific project, focusing on the area for which this tender is being announced;
- e) Other documents deemed relevant for analysing the application.

8.3. Applicants shall submit the documents referred to in 8.1 and 8.2, in PDF format, via email ([candidaturash@medicina.ulisboa.pt](mailto:candidaturash@medicina.ulisboa.pt)) by the last day of the deadline for opening the tender, which is set at 30 business days following the publication of this Announcement in the Official Gazette, the Public Employment Pool and the websites of the contracting institutions and the FCT, I.P., in Portuguese and in English. An applicant may, if faced with the impossibility or technical difficulties in sending any of the documents referred to in 8.1 and 8.2 via e-mail, send them in a physical format, respecting the aforementioned date, by registered mail with acknowledgement of receipt to the postal address Faculty of Medicine of the University of Lisbon, Área de Recursos Humanos e Vencimentos, Av. Professor Egas Moniz, 1649-028 Lisboa (Lisbon), or deliver them by hand at the Human Resources Department, floor 3, lift 11, in the building of the Santa Maria Hospital. If the justification provided by the applicant for the delivery of the documents only in a physical format is

not accepted, the Chairman of the Panel shall grant him/her a period of 5 business days to submit them also in a digital format.

8.4 The application and the documents may be submitted in Portuguese or in English, but the Chairman of the Panel may, if one of the members does not master the Portuguese language, ask the applicant to translate into English a document that had previously been submitted in Portuguese, within a reasonable period of time.

9. By decision of the Director of the Faculty of Medicine of the University of Lisbon, applicants who do not comply with the provisions of section 8 shall not be admitted to the tender, and applicants who do not submit their application using the form, or who do not deliver all the documents referred to in subparagraphs a) to d) of section 8.2, or submit them in a way that is considered illegible, incorrectly filled or invalid, shall be automatically excluded. He shall also be entitled to ask any applicant, in case of doubt and for the purposes of admission to the tender, to produce documents that prove his/her statements.

10. Approval with absolute merit:

10.1 The Panel shall decide on approval or rejection with absolute merit, via a justified roll-call voting where no abstentions are allowed.

10.2 The applicant who obtains a favourable vote of more than half of the members of the panel shall be deemed approved with absolute merit.

10.3 The applicants whose scientific and curricular background is relevant for the scientific area(s) of the tender shall be approved with absolute merit.

10.4 A vote unfavourable to approval with absolute merit may be justified by a failure to comply with the following circumstance:

- a) If the Scientific Project prepared by the applicant proves to be clearly insufficient and outside the scope of the scientific area(s), showing serious inaccuracies or not proving to be supported by the applicant's previous work.
- b) If the applicant's CV is considered inappropriate for the professional reference category of the tender, according to the reference levels defined by the Foundation for Science and Technology.

[https://www.fct.pt/apoios/contratacaodoutorados/empregocientifico/ceec\\_ind2018.phtml.pt](https://www.fct.pt/apoios/contratacaodoutorados/empregocientifico/ceec_ind2018.phtml.pt)

11. Pursuant to Article 5 of the RJEC, selection is to be made based on the evaluation of the applicants' scientific and curricular career.

12. Scientific and curricular career evaluation focuses on the relevance, quality and up-to-dateness:

- a) Of the scientific and technological production and activities deemed most relevant by the applicant;
- b) Summary research plan with a clear identification of the objectives and careful selection of the main activities to be developed and expected results;
- c) Of the activities of extension and dissemination of knowledge, in particular in the context of the promotion of culture and scientific practices, deemed most relevant by the applicant;

13. The evaluation referred to in the preceding paragraph shall take into account, at the applicant's request, cases where the suspension of the scientific activity for socially protected reasons is founded and duly substantiated with documents, namely for reasons of parental leave, serious protracted illness, and other legally protected situations of unavailability for work.

14. The evaluation criteria are those set out in this paragraph:

14.1 Quality of the scientific and technological production, deemed most relevant by the applicant, and relevant to the project to be developed, which was given a weighting factor of 70%, considering:

i) Scientific publications: this parameter takes into account books, chapters in books, articles in scientific journals and in international conference proceedings of which the applicant was the author or co-author, considering:

- Their nature;
- Their impact;
- Their scientific/technological level and innovation;
- Diversity and multidisciplinary;
- International collaboration;
- The importance of the contributions to the advancement of the current state of knowledge.
- The importance of the works that have been selected by the applicant as the most representative, namely as regards their contribution to the development and advancement of the scientific area for which the tender is being announced.
- The period of time in which the scientific work was developed

ii) Participation and possible coordination of scientific projects, a parameter that takes into account:

- Their territorial scope and dimension;
- The scientific and technological level and importance of the applicant's contributions;
- Their innovation and diversity.

iii) Follow-up and supervision of students, trainees and research fellows: this parameter takes into account the supervision of doctoral students, master's and undergraduate students, trainees and research fellows, considering the number, quality, scope and scientific/technological impact of the respective publications, theses, dissertations and final course papers, with a special emphasis on awarded works and international recognition.

14.2 Summary research plan with a clear identification of the objectives and careful selection of the main activities to be developed and expected results, which was given a weighting factor of 20%, considering:

- The relevance of the theme, within the scope for which the tender is being announced;
- Its scientific merit;
- Its degree of innovation;
- Its feasibility, considering: 1) the institutional reception conditions; 2) how the applicant considers that the proposed research plan fits into the strategy of the institution to which he/she is applying; 3) the main activities previously developed by the applicant;
- Its potential for internationalisation.

14.3 Activities of extension and dissemination of knowledge, namely in the context of promoting culture and scientific practices, deemed most relevant by the applicant, and relevant to the project to be developed, which were given a weighting factor of 10%, considering:

i) Scientific and technological dissemination publications: this parameter takes into account articles in journals and national conferences and other publications aimed at scientific and technological dissemination, considering their professional and social impact.

ii) Services to the scientific community and society: this parameter takes into account the participation and possible coordination of scientific and technological dissemination initiatives, considering the nature and results achieved, when carried out in:

- The scientific community, namely by organising congresses and conferences;
- The media;
- Companies and the public sector.

15. The panel may decide to choose up to 5 applicants approved with absolute merit, who shall be asked to participate in a session to present the results of their research, following which the members of the panel should promote an open debate on their content and innovative character. This presentation session is not a selection method and is not classified, aiming merely to obtain clarifications or explanations of elements contained in the applicants' curricula.

16. The Panel, whenever it deems it necessary, may ask the applicant to produce additional documents that prove his/her statements, where relevant to the analysis and classification of his/her application.

17. Classification of the applicants:

17.1. Each member of the panel assigns a classification to each of the applicants in each evaluation criterion, on a scale of 0 to 100, ranking the applicants according to their final classification, which corresponds to the sum of the partial classifications assigned in each evaluation criterion, and taking into account the weighting assigned to each parameter.

17.2. The applicants shall be ranked via the application of the successive voting method laid down in Article 20 of the ULisboa Tender Regulations.

17.3. The panel decides by absolute majority, and abstentions are not allowed.

17.4. The applicants' final classification corresponds to the ranking resulting from the application of the method referred to in section 17.2.

18. Minutes of the meetings held by the panel shall be drawn up, containing a summary of what happens during those meetings, as well as the votes cast by each of the members and their reasons, being made available to the applicants upon request.

19. The panel's final decision is approved by the Director, who is also responsible for concluding the respective contract.

20. False statements provided by the applicants shall be punished by law.

21. The list of admitted and non-admitted applicants as well as the final classification list shall be posted in the facilities located at Av. Professor Egas Moniz, 1649-028 Lisboa (Lisbon), published on the webpage of the Faculty of Medicine of the University of Lisbon, and the applicants shall be notified in accordance with the legislation in force.

22. Preliminary Hearing and Final Decision Deadline: After being notified, the applicants have 10 business days to state their opinion. Within 90 (ninety) days from the deadline for submitting applications, the panel shall announce its final decisions.

23. This tender is exclusively intended to fill this specific vacancy and can be terminated at any time until the approval of the final applicant ranking, expiring with the respective occupation of said vacancy.

24. Non-discrimination and equal access policy: The Faculty of Medicine of the University of Lisbon actively promotes a non-discrimination and equal access policy, wherefore no applicant can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

25. Pursuant to Decree-Law no. 29/2001, of 3 February, disabled applicants shall be preferred in a situation of equal classification, and said preference supersedes any other legal preferences. The applicants must declare, on their honour, their respective disability degree, type of disability and communication/expression means to be used during selection period on their application form, under the regulations above.

Faculty of Medicine of the University of Lisbon, December 27, 2018

The Director, Professor Fausto J. Pinto, PhD