

University of Lisbon

Faculty of Medicine

PUBLIC NOTICE

National and international applications are invited by "Faculdade de Medicina "of University of Lisbon (herewith designated as Faculty), for a period of 30 (thirty) working days from the day immediately following the publication of the present notice in "Diário da República" (the Portuguese Official Publication), for 1 (one) post as Assistant Professor in the field of **Clinical Immunology** to be hired through the celebration of an employment contract in public services, all in compliance with articles 37 to 51, 61 and 62-A of the University Teaching Career Statutes, republished by Decree-law no. 205/2009, of 31 August (herewith designated as ECDU), and other applicable law, namely the "Regulamento geral de concursos para recrutamento de professores catedráticos, associados e auxiliares da Universidade de Lisboa", issued by the Rector's Order no. 2307/2015, published in the Portuguese Official Gazette, 2nd series, no. 45, of 5th March 2015 (herewith designated as Regulation).

The joint order no. 373/2000, of 31 March, of the Minister of State Reform and Public Administration and the Minister for Equality made compulsory the inclusion of the following reference in all civil service recruitment procedure notices:

"In compliance with paragraph h) of article 9 of the Constitution, the Public Administration, as the employing entity, actively promotes a policy of equality of opportunities between genders in access to employment and professional development, scrupulously providing for the prevention of any type of discrimination."

In compliance with articles 37 to 51 of the ECDU and other applicable legislation, and in compliance with article 8 of the Regulation, the following provisions must be followed:

I - Authorization Order

This recruitment procedure follows the University of Lisbon Rector's Order, dated 2018/09/24, after the confirmation of budget provision and after the confirmation that the position, for which this recruitment procedure is open, is foreseen in the Faculty's staff list.

II – Workplace

Laboratory of Clinical Immunology, Faculdade de Medicina da Universidade de Lisboa
Av. Professor Egas Moniz, 1649-028 Lisboa

III - Admission requirements:

III.1 - In compliance with article 41-A of the ECDU, only holders of a PhD degree at the date for submission of applications will be admitted to this public notice.

III.2 – Holders of a Ph.D. degree obtained abroad must demonstrate equivalence or recognition or registration of that degree as equal to those awarded by Portuguese universities.

III.3 - The equivalence or recognition or registration of the PhD degree must be obtained prior to the date for submission of applications to this public notice.

III.4 – Failure to comply with the deadline, as well as lack of submission of documents, both referred to in n.º VII and VIII of this Public Notice, will result in the exclusion of the candidate.

III.5 – The candidates, ordered in the final ranking list, are excluded if they do not submit supporting documents, proving to meet legal conditions to establish a legal relationship with the Faculty of Medicine. The candidates are also excluded if the documents presented are inadequate, false or invalid.

III.6 – The candidate ranked immediately below, on final ranking list, will be called if there is a candidate excluded by the previous number. This candidate has to submit supporting documents, proving to meet legal conditions to establish a legal relationship with the Faculty of Medicine.

III.7 - Candidates who have been excluded based on the previous numbers are reported for the hearing of interested parties. The deadline for interested parties to deliver comments is ten working days.

IV - Admission requirements in absolute merit

IV.1 - Before ranking the admitted candidates in relative merit, the jury will approve them in absolute merit by individual and justified vote where abstentions shall not be accepted.

IV.2 – It is considered approved in absolute merit the candidate who manages to obtain vote of more than half of the jury members present at the meeting.

IV.3 – Candidates will be approved in absolute merit if the jury considers that their curriculum vitae have scientific merit, research capacity and quality of teaching activities compatible with the subject area for which the tender was opened and appropriate to the respective teaching category.

V.4 – The voting for the approval on absolute merit depends on the fulfilment of the following criteria:

1) Publication of at least 3 scientific articles, as first or last author, in journals indexed in *Web of Science*, with impact factor.

IV.5 - Candidates who have not been approved in absolute merit are reported for the hearing of interested parties. The deadline for interested parties to deliver comments is ten working days.

V - Evaluation parameters, their weight and valuation (relative merit)

V.1 – The selection of the candidates will be based on the following elements:

- a) *Curriculum Vitae* (represents 80% of final mark);
- b) Scientific-teaching plan, (represents 20% of final mark).

V.2 – According to the content of paragraph 6 of article 50 of the ECDU the curricular evaluation focuses on the following criteria:

- a) Scientific Performance;
- b) Teaching Competence;
- c) Other activities relevant to the mission of the higher education institution, including professional activity.

V.3 – The curricular evaluation in each criteria indicated in V.2 must take into consideration the scientific area of the application.

V.4 - The parameters to be considered for the evaluation set out in paragraph V.2 and their specific weight in the final classification are the following (curricular evaluation):

Scientific Performance (70%)

- a) Publications on scientific journals and their impact factor assessed by international reference systems (70%). In this parameter should be considered the relevance of the scientific publications which according to the candidate's selection will be more representative of his/her curriculum vitae, particularly as regards the contribution to the development of the scientific area of the application;
- b) Leadership and participation in research projects, as well as establishment of scientific teams (10%);
- c) Scientific conferences, communications and organization of scientific meetings (5%);
- d) Supervision of academic dissertations, as well as participation in academic examination panels, scientific evaluation in scientific journals, application research projects and research grants obtained (10%);
- e) Awards, grants and other distinctions (5%).

Teaching Competence (20%)

- a) Quality and diversity of teaching activities, both on undergraduate and postgraduate studies, as well as participation in courses/tutorials on education (80%);
- b) Ability to organize educational projects, including new courses or training programs and innovative teaching work, as well as positions and responsibilities on the pedagogical area (20%).

Other activities relevant to the mission of the University of Lisbon, including professional activity (10%)

- a) Exercise of positions and academic activities, cultural and community activities and participation in relevant scientific and cultural programs (40%);
- b) Professional activities relevant to the pedagogical and scientific practice, including clinical areas and others (60%).

V.5 Once the candidates approved in absolute merit are identified (based on the point IV), these will be ranked by relative merit, based on the following final valuation system.

V.6 - Each jury member will assess the merits of the candidates for each criteria and perform the evaluation and final ranking of the candidates as described below:

- a) Definition of the ranking of candidates in each criteria, taking into account their specific parameters of evaluation;
- b) Definition of the final ranking of candidates through the combination of intermediate classifications and the weigh given to each criteria with the weighting given to the Scientific-teaching plan that the candidate proposes to develop in the subject area of the application;
- c) According to the individual assessment of each candidate, each jury member makes his individual ordering list. The ranking of candidates is taken according to their individual order.

V.7 – For the ranking of the candidates approved in absolute merit will be followed the procedure laid down in article 20^o of the Regulation.

V.8 - The candidates ordered in the ranking list, but not selected for the opening position, are called for the hearing of interested parties. The deadline for interested parties to deliver comments is ten working days.

VI - Public Hearings

The jury will decide whether public hearings of the candidates approved in absolute merit will be needed. If they are considered necessary, they will take place between the 15th day and the 30th day following the end of the admission process on absolute merit.

VII - Submission of Applications (terms, deadline, location and postal address)

Applications shall be submitted personally at the address indicated below or, alternatively, be sent by registered mail with notice of receipt, until the 30th working day following the publication of the present public notice at Portuguese Official Gazette, Diário da República, to Núcleo de Recursos Humanos e Vencimentos da Faculdade de Medicina, Av. Professor Egas Moniz, 1649-028 Lisboa.

VIII –Filling in the Application

VIII.1 - Applications shall be duly filled through the completion of the form referred to in article 33 of the Regulation, and with the following attached documents:

- a) Twelve (12) copies delivered in digital format (CD, DVD or *pen drive*) including the following documentation:
 - i) *curriculum vitae* of the candidate in pdf digital format in which shall be mentioned all the scientific and teaching activities as well as the relevant activities to the mission of Higher Education Institutions, including professional activity, considering the evaluation parameters above defined in chapter V.4 of this public notice and the scientific area of the application. The *Curriculum Vitae* should also indicate a set of five scientific publications which according to the candidate's selection will be more representative of his curriculum vitae, particularly as regards the contribution to the development of the scientific area of the application. This selection must be accompanied by a brief description in which the candidate explains his contribution;
 - ii) Five publications (in pdf digital format) mentioned in the *curriculum vitae* that have been selected by the candidate as the most representative;
 - iii) Scientific-teaching plan in the subject area of the application that the applicant proposes to develop (in pdf digital format);
- b) One (1) copy of the candidate's *curriculum vitae* on paper;
- c) One (1) copy on paper of the Scientific-teaching plan that the candidate proposes to develop in the subject area of the application.

VIII.2 – The application form is available on the internet page of the Human Resources Division of the Faculdade de Medicina da Universidade de Lisboa, at the following address:
<http://www.medicina.ulisboa.pt/menu-topo/recursos-humanos/procedimentos-concursais/>

VIII.3 - - The candidate ordered in first place in the final ranking list must submit supporting documents that meet the conditions to be hired through the celebration of an employment contract in public services with the Faculty of Medicine within non-extendable 10 working days counting from the date of notification in accordance with article 26 of the Regulation.

IX - Language - the documents that accompany the application must be submitted in Portuguese or in English.

X – Composition of the jury

In compliance with articles 45 and 46 of the ECDU the jury is composed by the following members:

President: Reitor da Universidade de Lisboa

Other members:

Doutora **Maria Ramos Gomes da Silva**, Professora Associada Convidada da Faculdade de Ciências Médicas da Universidade Nova de Lisboa;

Doutora **Maria Margarida Teles de Vasconcelos Correia Neves**, Professora Associada com Agregação da Escola de Medicina da Universidade do Minho;

Doutor **Luís Manuel Taborda Barata**, Professor Catedrático da Faculdade de Ciências da Saúde da Universidade da Beira Interior;

Doutora **Paula Maria Neves Ferreira da Silva**, Professora Associada do Instituto de Ciências Biomédicas Abel Salazar da Universidade do Porto;

Doutor **Rui Manuel Martins Victorino**, Professor Catedrático da Faculdade de Medicina da Universidade de Lisboa;

Doutora **Ana Cristina Gomes Espada de Sousa**, Investigadora-Coordenadora da Faculdade de Medicina da Universidade de Lisboa;

Doutor **Bruno Miguel de Carvalho e Silva Santos**, Professor Associado com Agregação da Faculdade de Medicina da Universidade de Lisboa.

Faculty of Medicine of the University of Lisbon, October 24th 2018.

The Director

(Prof. Doutor Fausto J. Pinto)