

## Instituto Politécnico do Porto

### Intituto Superior de Contabilidade e Administração do Porto (Porto Accounting and Business School)

#### Public notice

Ref. .15/2024

#### **Call for applications to fill a vacancy for an Assistant Professor in the scientific area of Economics - subject areas of Microeconomics, Macroeconomics, or International Economics.**

**1** - Under paragraph d) of Article 17.1 of the Statutes of the Institute of Accounting and Administration of Porto (ISCAP), approved by Order No. 15834/2009, published in the Diário da República, Series II, No. 132, July 10, 2009, it is public that, by my Order of 27/06/2024 the competition is open for 30 working days from the date of publication of this notice in the Diário da República, for the recruitment of a Senior Lecturer, with an employment contract in public functions for undetermined time, for the scientific area of Economics , subject areas of Microeconomics, Macroeconomics, or International Economics, under the terms of the Statute of the Career of Teaching Staff for Higher Polytechnic Education (ECPDESP), approved by Decree-Law no. 185/81, of 1 July 1981, in its current wording, as well as the Regulation for the Competitions for the Contracting of Teaching Career Staff of the Polytechnic Institute of Porto (RCCPCDIPP), approved by Order No. 4807/2011, published in the Diário da República, 2nd Series, No. 54, of March 17, 2011.

**2 - Place of work** - Instituto Superior de Contabilidade e Administração do Porto do Instituto Politécnico do Porto, located at Rua Jaime Lopes de Amorim, s/n, 4465-004 S. Mamede Infesta.

**3 - Functional content of the category** - The content described in paragraph 4, article 3 of ECPDESP.

#### **4 - Admission requirements:**

**4.1** - Hold the requirements laid down in paragraphs b) to e) of article 17 of the General Law on Civil Service Employment, approved by Law No. 35-- A/2014 of 20 June, in its current wording.

**4.2** - Taking into account the provisions of article 17 of the ECPDESP, holders of a PhD degree or a specialist title may apply for the contest in the area for which it is open. Applicants with qualifications obtained abroad must provide proof of recognition, equivalence or registration of a PhD in the area of Economics degree under the applicable law.

#### **5- Formalising the application:**

**5.1** The application is made electronically using the address <https://domus.ipp.pt/concursos/iscap/pessoal/> until the deadline for the submission of applications mentioned in point 1 of the present Notice

**5.2** - Formal applications should be submitted, within a period of 30 days from the publication of this notice in the Diário da República, and, under penalty of exclusion, must be completed using the electronic application form available at <https://domus.ipp.pt/concursos/iscap/pessoal/>. The form, together with the other compulsory documents, must be submitted by the established deadline. Applications sent by email or any other means other than the one specified will be rejected outright.

**5.3** - The application must include the following documentation in digital format

a) Detailed, dated and signed *Curriculum Vitae*, necessarily prepared according to the parameters established in points 7.1 and 7.2 of the current Proclamation;

b) Digital copies of the work and documents, for the purposes of the evaluation provided for in point 7 of this Notice, These copies must be organized according to pedagogical activity, technical-scientific and professional activity, and organizational activity, and must be framed as determined by the parameters defined in points 7.1 and 7.2 of this Notice;

c) Certificate proving the title and date of obtaining the degree and titles required for the tender;

d) Number and validity of identity card or citizen card;

e) Certificate of criminal record;

f) Documentary proof of physical robustness and psychological profile, indispensable to the exercise of the functions;

g) Up-to-date compulsory vaccination bulletin;

h) List of documents accompanying the application.

5.4 - The documents referred to in items e), f) and g) of the previous paragraph may be replaced by a declaration in the application form where, under oath and in separate paragraphs, the applicant shall define his/her precise situation regarding the content of each of those items.

5.5 - The process can be consulted at <https://domus.ipp.pt/concursos/iscap/pessoal/>

5.6 - The documents must be submitted in Portuguese, English, French or Spanish.

5.7 - Failure to present the documents required in this Notice or presenting them after the deadline established in no. 1 of this Notice determines the exclusion of the application.

5.8 - Failure to present digital copies of the documents related to the *curriculum vitae* presented by the applicant will result in non-valuation of the elements that those documents should prove.

5.9 - The presentation of a false document determines the immediate exclusion from the tender and a notification to the competent entity for the purposes of criminal proceedings.

5.10 - Whenever deemed necessary, the jury may request the candidates to submit complementary documentation related to the submitted curriculum.

## **6 – *curriculum vitae*:**

6.1 - The *curriculum vitae* must fit into an international reference framework, and be presented in accordance with the structure of the notice (the curricular elements must be framed in each of the different items of the "pedagogical activity", "technical-scientific activity" and "organisational activity" dimensions). The *curriculum vitae* should highlight the balance between the candidates' pedagogical, technical-scientific and organisational skills and their suitability for teaching, in Portuguese or English language, in the subject areas of Microeconomics, Macroeconomics, or International Economics.

6.2 - Failure to produce the documents listed in point 5.3, paragraphs a) and b) of this notice in accordance with the parameters set out in points 7.1 and 7.2 will result in the application being rejected.

## **7 - Selection parameters, evaluation grid and methods of ranking candidates**

**7.1. Selection parameters** - In accordance with the provisions of no.15 - A of the ECPDESP and article no. 20 of the RCCPCDIPP, the criteria for ranking and ordering candidates, approved by the Technical-Scientific Council of ISCAP to ascertain the merit of the candidates for the functions to be performed are as follows:

a) Pedagogical activity (PA) - relative weight of 50%;

b) Technical and scientific activity (TCA) - relative weight of 35%;

c) Organizational activity (OA) - relative weight of 15%.

## 7.2. - Evaluation grid

Parameter	Items	Maximum points	Sub-item	Valuation	Maximum sub-items (points)
Pedagogical Activity	Teaching experience	60	Professional experience in the field of the group of subjects for which the tender is open (number of academic years in higher education);	3 points/year	30
			Levels of training taught (doctorate, master's degree, bachelor's degree, CTESP, CET)	2 points /level	8
			Teaching of different courses, within the last ten years, in the domain of the subject groups in which the competition is open, within different study cycles conferring a degree, (in the assessment of this parameter the number and diversity of the courses taught shall be taken into consideration);	2 points/course	12
			Teaching different courses using the English language in the last ten academic years, in the subject groups for which the tender is open, within the framework of different degree programmes (the number and diversity of subjects taught shall be taken into consideration when assessing this parameter);	4 points/course	12
			Co-ordination of different courses (in Portuguese and/or English) in the last ten academic years.	2 points/Course	20
	Preparation of teaching materials	25	Preparation of textbooks or supporting texts covering at least 75% of the subject matter of the course in the last ten academic years	4 points/each	24
			Preparation of exercise books covering at least 75 per cent of the course material in the last ten academic years.	2 points/each	6
	Other relevant activities	15	Organisation of educational events	1 point/event	5
			Teaching short courses	1 point/each	3
			Supervision of projects or internships for degree programmes, or CTESP, or equivalent	1 point/supervision	10
Attendance at pedagogical training sessions			0.5 point/session	3	
Technical and Scientific Activity	Research and Development Projects in the field of Economics	10	Participation in research and innovation projects, with national, international, public or private funding;	2 points/ per completed project	6
	Scientific production, publications, communications at conferences in the field of Economics;	55	Authorship or co-authorship of articles published or accepted for publication in scientific journals indexed in WoS or Scopus (Q1 or Q2) in the field of Economics	15 points/article	45

	technical-scientific organisation		Authorship or co-authorship of articles published or accepted for publication in scientific journals indexed in WoS or Scopus (Q3 or Q4) in the field of Economics	5 points/article	20
			Authorship or co-authorship of books or chapter of a technical-scientific book in the field of economics	5 points /book and 3 points/book chapter	10
			Other publications (articles indexed in other databases or not)	3 points/article	10
			Oral communications/posters at international scientific meetings	1 points/article	5
			Oral communications/posters at national scientific meetings	0.5 points/article	5
			Member of the editorial board	2 points / journal indexed in Scopus or WoS	5
				Other publications 1/ journal indexed in other databases or not	
			Integrated member of scientific units/groups funded by FCT / not funded by FCT	4 points/year FCT 2 points/year	20
			Member of scientific committees of international technical and scientific congresses/seminars	1 point/event	5
	Supervision of master's dissertations, projects or internships, and doctoral thesis.	15	Completed doctoral thesis supervisions	5 point/supervision	10
			Supervision of completed master's dissertations/projects/internship reports	2 point/supervision	15
	Participation in academic juries (supervision and examination committees)	15	Examiner of doctoral thesis;	3 points/participation	10
			Examiner of completed master's dissertations/projects/internship reports	1 point/participation	15
	Participation in other activities of technical-scientific and professional nature, relevant to the area of the tender	5	Other activities considered relevant by the Jury	1 point/activity	No limit
Organisational Activity	Holding management positions	60	Participation in statutory bodies and intermediate and pedagogical management in higher education (considering the time and diversity of the positions)	10 points/year	No limit
			Management / coordination of higher education courses	5 points/year	No limit
	Other activities	40	Participation in international mobility programmes	5 points/participation IES	No limit
			Service activities within the socio-professional environment	2 points/year	No limit

### 7.3 - Methods for Classification and ranking of candidates

**7.3.1** - The jury shall be governed by what is established in article 12 of the RCCPCDIPP.

**7.3.2** - Decisions are taken by majority of the members' votes, with no abstentions.

**7.3**- Once the deadline for submission of applications is over, the jury shall meet and deliberate on the admission and exclusion of the applications, under the terms of article 17 of the RCCPCDIPP.

**7.3.4** - The assessment of the applications of the candidates admitted to the tender will be carried out according to the criteria, parameters and weightings set out in this Notice.

**7.3.5**- After examining and admitting the applications, the jury shall first decide on the approval of the candidates in absolute merit. Each member of the jury presents the applicants that he/she does not believe to possess the scientific and pedagogical merit that is consistent with the subject area and category for which the tender is open. The exclusion proposals are then voted on and no abstentions are accepted. An application is rejected in absolute merit if at least one proposal to that effect obtains a majority of favourable votes from the members of the jury present at the meeting and entitled to vote. In this case, no further proposals on the same applicant will be voted on. The final decision on each proposal, as well as the number of votes collected by each of them, and their bases, are an integral part of the minutes.

**7.3.6**- an application does not receive complete approval, the jury holds a hearing with the excluded candidates, who may contest these results within 10 days.

**7.3.7** – The jury then assesses those candidates approved according to absolute merit, considering the criteria and parameters of assessment as well as the valuation set out in the evaluation grid (point 7.2) of this notice.

**7.3.8** - The final classification (FC), on a scale of 0 to 100, will be obtained by the formula:

$$CF = 0.50 AP + 0.35 ATC + 0.15 AO.$$

**7.3.9** - All results will be presented to one decimal place.

**7.3.10** - Only candidates with a final score of 50 points or more can be selected.

## **8 – Voting methodology and ranking:**

**8.1** - The applicants shall be ranked by descending order, and each member of the jury shall submit a written document, which shall be attached to the minutes, with the ordering of the candidates duly justified, considering for this purpose the criteria and evaluation parameters and corresponding weighting factors established in this notice;

**8.2** – On the various votes, each jury member should respect the order presented, no abstentions are accepted.

**8.3** – The jury will use the following voting method in order to obtain an absolute majority in the final ranking of the candidates: the first vote is intended to determine the applicant that will be put in first place. If an applicant receives more than half the votes of the members of the jury present at the meeting entitled to vote, he/she will be ranked first. If the applicant in first place is not determined, the voting will be repeated, but only among the candidates who received enough votes to be considered for first place, once the applicant least voted in the first round is removed. If there is more than one applicant in the position of least voted, there will be another vote with only these applicants in order to determine who is to be eliminated. For this vote, the members of the jury vote for the applicant who has the lowest ranking, the applicant with the most votes is eliminated. If, at this point, there continues to be a tie among two or more applicants, the president of the jury will decide which of them is to be eliminated. Once this elimination is made, the jury returns the attention to the first vote, but only with the remaining candidates. The process is repeated until one applicant receives more than half the

votes for first place. The process is repeated for second place and so on until an ordered list of all candidates is complete.

## **9 – Participation of interested parties and the decision:**

**9.1** - The applicants are notified of the final ranking to enable the hearing of any interested party, in accordance with Article 121 and following of the Code of Administrative Procedure, approved in annex to Decree-Law No. 4/2015 of 7 January, in its current wording, applying, *mutatis mutandis*, the provisions of Articles 17 and 19 of the RCCPCDIPP

**9.2** – Once the hearing of the interested parties has taken place, the jury will consider the allegations made and approve the final list of applicants.

## **10 - Composition of the jury:**

Chairman - Manuel Moreira da Silva, Dean of the Porto Accounting and Business School of the Polytechnic Institute of Porto, who, in his absence, will be replaced by Doctor Manuela Maria Ribeiro da Silva Patrício, Professora Coordenadora and Vice-Dean of the Porto Accounting and Business School of the Polytechnic Institute of Porto.

Members:

Professora Doutora Maria Clara Dias Pinto Ribeiro – Professora Coordenadora at the Porto Accounting and Business School, Polytechnic Institute of Porto;

Professora Doutora Maria da Conceição de Castro Sousa Nunes – Professora Coordenadora at the Porto Accounting and Business School, Polytechnic Institute of Porto;

Professor Doutor Orlando Manuel da Costa Gomes – Professor Coordenador Principal at the Institute of Accounting and Administration of Lisbon Accounting and Business School, Polytechnic Institute of Lisbon;

Professor Doutor Miguel Ângelo dos Reis Portela – Professor Catedrático at the School of Economics and Management of the University of Minho

Professora Doutora Maria Isabel Namorado Clímaco – Professora Coordenadora at the Institute of Accounting and Administration of the Polytechnic Institute of Coimbra.

**11** - In compliance with paragraph h) of article 9 of the Constitution, the Porto Accounting and Business School of the Polytechnic Institute of Porto, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional progression, scrupulously taking steps to avoid any form of discrimination.

**12** - Under the terms of paragraph b) of no. 4 of article 23 of ECPDESP the jury may promote public hearings, in equal circumstances for all candidates.

**13** - Failure to comply with the stipulations of this notice implies the immediate elimination of the applicants.

December 11, 2024. - The Dean of the Porto Accounting and Business School, of the Polytechnic Institute of Porto, *Manuel Moreira da Silva*.