

Polytechnic Institute of Porto
Porto Accounting and Business School

Notice

International selection procedure for the recruitment of a Doctorate to carry out research activities in the Centre for Organizational and Social Studies of the Polytechnic of Porto (CEOS.PP), of the Porto Accounting and Business School (ISCAP), in the form of a fixed-term public service contract.

Reference: ISCAP-01/2022

In accordance with Article 11 of the [Decreto-Law No. 57/2016](#), of 29 August, in its current wording, and by order issued on January 12, 2022 by the Dean of ISCAP, it is made public that the period for submission of applications to the international selection procedure is open, for a period of ten working days from the date of publication of this notice in the 2nd series of the Diário da República, for a position to carry out research activities in the Centre for Organizational and Social Studies of the Polytechnic of Porto (CEOS.PP), of the Porto Accounting and Business School (ISCAP), in the modality of employment contract in public functions on a fixed term, under the General Labour Law in Public Functions ([LTFP](#)), approved in annex to Law no. 35/2014, of 20 June, in its current wording.

In accordance with the provisions of paragraph 2, of article 11, of [Decree-Law No. 57/2016](#) of 29 August, in its current wording, this notice will be published in full in the 2nd series of the Diário da República and, on the first working day following its publication in the Diário da República, on the Public Employment Exchange (www.bep.gov.pt) and on the ISCAP websites (www.iscap.ipp.pt, at [Procedures Concursal Procedures](#)) and the Foundation for Science and Technology, I. P., in both Portuguese and English.

21 - In compliance with paragraph h) of Article 9 of the Constitution of the Portuguese Republic, ISCAP, as the employing entity, actively promotes a policy of equal opportunities between men and women in access to employment and professional advancement, scrupulously taking measures to avoid any form of discrimination.

1 - Applicable legislation: General Labour Law on Civil Servants ([LTFP](#)), approved in annex to Law No. 35/2014, of 20 June, as amended [Law No. 75-B/2020](#) of 31 December; Administrative Procedure Code ([CPA](#)), approved in annex to Decree-Law No. 4/2015, of 7 January, in its current wording; Doctoral hiring regime aimed at stimulating scientific and technological employment in all areas of knowledge ([Hiring Regime](#)), approved by [Decree Law no. 57/2016](#), of 29 August, which was amended by Law No. 57/2017, of 19 July [Statute of the Scientific Research Career](#) approved by Decree-Law no. 124/99, of 20 April, in its current wording [Administrative Rule No. 1553-C/2008](#) of 31 December, conjugated with [Decree Law No. 109-A/2021](#) of 7 December [Regulatory Decree No. 11-A/2017](#) of 29 December.

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2 - No candidates in recruitment reserve: it is hereby declared that there is no recruitment reserve in ISCAP for the recruitment of Doctorate candidates for research activities.

3 - Under article 16 of the [Hiring Regime](#) the prior favourable opinion of the members of the Government responsible for the areas of finance and public administration, referred to in Article 30 of the LTFP, as well as the prior recruitment procedure of workers in a situation of professional promotion, in accordance with the provisions of Article 34 of the Regime of professional promotion of workers with a public employment contract, approved in annex to [Law No. 25/2017](#) of 30 May.

4 - Period and duration of the contract: the contract comes into force on the working day following its signature and is in force for a period of three years, under the terms of article 6 of the [Contractual Regime](#) and in accordance with what is stipulated in clause 2 of the Multi-year funding programme-contract, dated 17/12/2019, established between the Foundation for Science and Technology, I.P. (FCT) and CEOS.PP.

5 - Composition of the jury:

President: Effective Member - Doctor Manuel Fernando Moreira da Silva, Professor Adjunto and Vice Dean of ISCAP for research and internationalization.

- Permanent members: Doctor Sandrina Francisca Teixeira, Professora Adjunta at ISCAP and Director of CEOS.PP, who will replace the President of the Jury in his absences and impediments, and António João Vidal de Carvalho, Professor Adjunto at ISCAP and Coordinator of Studies Unit of CEOS.PP;

- Substitute members: Maria da Graça de Albuquerque Barreto Bigotte Chorão, Professora Coordenadora at ISCAP and Coordinator of the Study Unit of CEOS.PP, and Ricardo Joaquim da Silva Lourenço, Secretary of ISCAP.

6 - Characterization of the position to be filled: considering that CEOS.PP is a research centre accredited by FCT, the position is intended for carrying out the following research activities in CEOS.PP:

- Development of research activities;
- Carrying out management, extension and dissemination activities of scientific research;
- Creation and monitoring of support services for researchers;
- Active search for public and private funding opportunities;
- Preparation and submission of applications for national and European competitive funding;
- Monitoring research evaluation at the level of researchers, projects, and institutions, namely within the framework of national and European evaluation systems.

6.1 – Place of Work (address): Instituto Contabilidade e Administração do Porto, Rua Jaime Lopes Amorim, s/n, 4465- 004 S. Mamede de Infesta.

6.2 - Initial level remuneration position: per articles 7 and 15 of the [Contractual Regime](#) in conjunction with that stipulated in article 2 of [Regulatory Decree No. 11-A/2017](#) of 29 December, the first remuneration position of the initial level is stipulated, which corresponds to a monthly base remuneration of 2,153.94 euros under the exclusive dedication regime, to which will be added the meal subsidy. The annual base remuneration is paid in 14 monthly installments, one of which corresponds to the Christmas subsidy and the other to the holiday subsidy, all subject to the mandatory deductions, under the provisions of articles 150 to 152 and 169 to 173 of [LTFP](#).

7 - Admission requirements: applicants should meet the general and specific requirements by the closing date for applications.

7.1 - General requirements: national and foreign candidates and stateless persons holding a doctoral degree, in accordance with the provisions of article 12 of the [Contracting Regime](#). If the doctorate has been conferred by a foreign higher education institution, under the terms of [Decree-Law No. 66/2018](#), of 16 August, any formalities established therein should be fulfilled by the deadline for submission of applications. Thus, the applicant must provide a copy of the recognition of the doctoral degree in Portugal when submitting the application. However, the non-delivery of this copy does not determine the exclusion of the application, which is, in this case, admitted conditionally. However, the delivery of the recognition copy of the doctoral degree in Portugal will be compulsory at the contract signing.

7.2 - Specific requirements: Holders of a Doctoral degree in the areas of Management, Economics, Information Systems, or a related scientific area, as well as a scientific and professional curriculum that reveals an appropriate profile to the activity to be developed, under the terms of article 12 of the [Contracting Regime](#).

8 - Form, deadline, and place for submission of application: The formalization of the application is made within ten working days from the date of publication of this notice in the 2nd series of the Diário da República (Official State Gazette), by **submitting the application on ISCAP's Application Platform**, which is available at ISCAP website (www.iscap.ipp.pt in Tender Procedures: <https://domus.ipp.pt/concursos/iscap/pessoal/>).

8.1– Applications sent via email or other electronic means will not be accepted.

8.2 - Under penalty of exclusion, the **application must** include the following documents:

- a) Updated, detailed, dated, and signed *curriculum vitae*, also containing information regarding the scientific and professional production, the applied research activities, the extension and dissemination of knowledge activities, and the management activities of science, technology, and innovation programs, for the last five years considered most relevant by the applicant;
- b) Legible copy of the academic qualifications certificate(s);
- c) Legible copy of the entities' declarations stating the professional experience of the candidate, namely in research, extension, and management activities, in the last five years considered most relevant by the applicant;
- d) Copy of up to five papers that the applicant considers most relevant;
- e) Motivation letter describing the relevance of the scientific background for the functions to be performed at CEOS.PP;
- f) Letters of recommendation (optional);
- g) Doctoral thesis (optional).

8.3 - If the applicant has a public employment contract, in addition to the documents mentioned in the previous paragraph, he/she must also include in the application, also under penalty of exclusion, copy of the declaration issued by the Service or Organization where the candidate works or is affiliated to. This document must be duly updated, signed, and dated. It must state unequivocally the type of public employment relationship, its category position, its level and respective basic remuneration, the seniority in the career, in the category and in the Public

Administration, the description of the functions, or, if the candidate has been placed in a situation of professional promotion, that he/she last occupied.

8.4 - The failure to deliver the documents mentioned in paragraphs a), b), and e) of item 8.2 and in item 8.3 will determine the applicant's exclusion from the procedure.

8.5 - False statements provided by the applicants and/or the presentation of false documents will result in the reporting to the competent entity for disciplinary and/or criminal proceedings.

9 - Selection methods, evaluation and grading parameters: the applicants will be selected according to the evaluation of the Scientific and Curricular Career, complemented with a Professional Selection Interview (EPS), as established in article 5 of the [Hiring Regime](#).

Given the urgency of filling the job position in question, the selection methods will be applied in a phased manner; the second method, the EPS, will only be applied to part of the applicants, to be called by successive sets of five candidates, in descending order of classification in the Evaluation of Scientific and Curricular Career (APCC) and until needs are met.

The final classification (CF) of the applicants will be the weighted sum of the classifications obtained in the Assessment of Scientific and Curricular Career (APCC) and in the Professional Selection Interview (EPS): $CF = 0.9 APCC + 0.1 EPS$.

Applicants with a degree of disability equal to, or higher than, 60% are given preference, in equal value, which takes precedence over any other legal preference. Applicants must include a sworn statement in their application, declaring their degree of disability and type of disability, as well as indicating if they need special means/conditions for the EPS selection method.

9.1 - APCC: under the terms of Article 5 of the [Contracting Regime](#) the APCC focuses on relevance, quality, and newness of:

- a) The scientific production of the last five years considered most relevant by the applicant;
- b) The applied research, or practice-based activities developed in the last five years considered with the most significant impact by the applicant;
- c) The extension and knowledge dissemination activities developed in the last five years, namely in the context of promoting scientific culture and practices, considered of greater relevance by the applicant;
- d) The management activities of science, technology and innovation programs, or the experience in observing and monitoring the scientific and technological system of higher education, in Portugal or abroad.

The APCC focuses on the three strands described below and the final classification is obtained by the following formula: $APCC = 0,2 HA + 0,4 PCC + 0,4 MCI$.

9.1. 1. Academic Qualifications (HA): evaluation of the applicant training area:

- PhD in Management, HA = 5 points;
- PhD in Economics, HA = 5 points;
- PhD in Information Systems, HA = 5 points;
- PhD in related areas, HA = up to 4 points.

9.1. 2. Evaluation of the Scientific and Curricular Career (PCC). This evaluation focuses on the parameters described below and the respective classification is obtained by the following formula: $PCC = 0.4 PC + 0.6 AI$.

9.1.2.1 Scientific Production (CP). The last five years' high-quality scientific production (PC) is evaluated. The classification of the scientific production is obtained by: $PC = 0,6 PCV + 0,4 PCQ$.

Quantitative assessment (PCV):

- Publications in ISI, Web of Science or Scopus journals in the areas of Management, Economics, Information Systems, PCV = up to 5 values;
- Publications in related areas, PCV = up to 3 points;
- Publications in other areas, PCV = 1 value.

Qualitative evaluation (PCQ): the applicant must provide copies of up to five most relevant articles, PCQ = up to 5 values.

9.1.2.2 Research, Extension and Management Activities (RA). Evaluation of applied or practice-based research activities, and extension and management activities developed in the last five years. This parameter includes (i) participation in R&D projects, services, and technology transfer and (ii) participation in science management and knowledge dissemination activities, including the organization of conferences, symposia, and scientific cooperation activities, (iii) supervision / co-supervision of master students, doctoral students and post-doctoral researchers. Activities in the areas of Management, Economics and Information Systems, IA = up to 5 points; activities in related areas, IA = up to 4 points; activities in other areas, IA = 2 points.

9.1.3. Motivation and Innovation Capability (ICM). Evaluation of the applicant motivation and innovation capacity through assessing the motivation letter describing the relevance of the scientific background for the functions to be performed at CEOS.PP = up to 5 points.

9.2 - The EPS applied to the candidates approved for the application of this selection method, in successive sets of five candidates, in decreasing order of classification in the Evaluation of the Scientific and Curricular Pathway (APCC), until the needs are met, focuses on the aspects described below and based on the formula: $EPS = 0.3 CI + 0.6 RI + 0.1 AC$, where:

CI = Fluency and communication skills at the academic and scientific level, including English;

RI = Clarification of aspects related to the applicant research

AC = Assessment of critical thinking and problem-solving skills.

Applicants who fail to attend the EPS will be excluded from the competition procedure.

10 - Deliberations and minutes of the Jury: in accordance with the provisions of article 13 of the [Hiring Regime](#) the jury deliberates through a reasoned roll-call vote in accordance with the adopted and disclosed selection criteria; abstentions are not allowed. Jury meetings, including those for the final decision, may be held by video conference. Minutes shall be drawn up of the jury meetings, containing a summary of what occurred in each meeting, as well as the votes cast by each member and respective grounds. The minutes will be published on ISCAP's website (www.iscap.ipp.pt) in [Tender Procedures](#) and on ISCAP's Application Platform, which notifies the applicants through a notification sent to the email given by each applicant when applying.

11 - Criteria for preferential order: in compliance with the provisions of no. 1, of article 1, and no. 1, of article 4, of Decree-Law no. 29/2001, of 3 February, in conjunction with no. 3, of article 3, of the same diploma, applicants with a degree of incapacity or disability equal to, or greater than, 60% shall have preference, in equal value, which shall prevail over any other legal preference. Applicants must include a sworn statement in their application, declaring their

degree of disability and type of disability, as well as indicating if they need special means/conditions to perform the EPS selection method.

12 - Admission of the applicants and consequent notification: the admitted applicants will be summoned, through notification, of the day, time, and place of the EPS selection method, which can be done by video conference. The notification made through the Application System of ISCAP and sent to the email given by each applicant in the electronic application form.

13 - Exclusion of applicants and notification for prior hearing: for the hearing of interested parties, under the terms of articles 121-125 of CPA, the applicants whose application is excluded will be notified, through the Application Platform of ISCAP, to the email given by each applicant in the application submission.

14 - Prior hearing and approval of the final ranking list of the applicants: for the hearing of interested parties, in accordance with the terms of articles 121-125 of CPA, the final ranking list of the applicants shall be notified to the candidates, via Application Platform of ISCAP, to the email given by each applicant in the application submission. After the hearing of interested parties and subsequent approval, the list of applicants' final order will be published in the 2nd series of Diário da República and made available on ISCAP's website (www.iscap.ipp.pt at [Competition Procedures](#)). Applicants, including those who have been excluded, will be notified of the ratification of the final ranking list. The notification will be made through ISCAP Application Platform to the email given by each applicant when applying.

15 - Recruitment: the Doctoral applicant will be recruited in descending order of the applicants' final ranking and is expected to start working on 01/03/2022.

ISCAP, on 18 January 2022.

The Secretary of ISCAP, Ricardo Lourenço.

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