PUBLIC NOTICE

I publicly announce that, by the Rector of the University of Coimbra, Prof. Doutor João Gabriel Monteiro de Carvalho e Silva, of 26/12/2018, an international tender to fulfill 1 vacancy for the position of Investigator Coordinator in the scientific area of Vision Sciences is hereby open for 30 working days following the publication of the present notice in Diário da República [Official Journal of the Portuguese Republic]. The stated position will be held under a public service employment contract of unspecified duration at the Faculty of Medicine of the University of Coimbra.

This international tender shall be conducted pursuant to the Estatuto da Carreira de Investigação Científica [Career of Scientific Research Statute] in its latest version, hereinafter referred to as ECIC, as well as further applicable legislation.

I – Reference and Place of Work:


I.2. Place of Work: University of Coimbra, Faculty of Medicine

I.3. Salary: corresponds to the rank and index referred in the table in Annex 3 to Decree-Law no. 408/89, of November 18, in its current version, without prejudice to legally imposed restrictions.

II – Functional content:

The functional content is that corresponding to the stipulations in article 5 paragraph 3, (a), (b) and (c) and paragraph 4, sub-paragraphs (a) and (b) of the ECIC.

III – Admission Requirements:

III.1. General requirements: Applicants shall be at least 18 years of age or older, not be inhibited to holding a job in the public sector nor forbidden to perform the intended position; applicants shall also be in good health and possess the psychological profile required for the job and shall meet the compulsory vaccination requirements.

III.2. At the time of application, applicants shall fulfill, the special admission requirements set forth in article no. 12 (1), of the ECIC.
III.3. Candidates will be admitted to submit, in the application form, a document proving that they have asked the Scientific Council of the Faculty of Medicine of the University, to consider the habilitation or aggregation they hold, such as habilitation or aggregation in an area related to the one for which it is open the present contest or the time of service provided after obtaining the doctorate and approval in public tests of habilitation or of aggregation in a scientific area as having been provided in scientific area related to the one for which the present contest is opened, in the terms of paragraph 1 (c) of article 12 of the ECIC.

III.4. Applicants, who are non-native speakers of either Portuguese or English, shall attest their proficiency at level C1 of the Common European Framework of Reference for Languages (CEFR) in, at least, one of those languages.

IV - Application:

IV.1 Submission: Each candidate shall submit, on penalty of exclusion, a copy both in paper and digital format, the latter exclusively in portable document format (pdf), of the documents listed below, with the exception of the documents referred in IV.1.4. to IV.1.6., which should be submitted only in digital format. If the candidate is justifiably unable to provide paper or digital copies, a number of 7 copies shall be submitted in the most suitable format, unless reproduction is not feasible, in which case the number of copies may be, justifiably, inferior. If any of the works/papers mentioned in the Curriculum Vitae contain classified information, revealing trade or industrial secrets or literary, artistic or scientific property secrets, candidates shall, upon submission of their application, explicitly indicate that fact; otherwise their works/papers can be freely accessed by any of the other applicants when consulting the tender records.

IV.1.1 Formal request, addressed to the Rector of the University of Coimbra, with the following mandatory information:

a) Identification of the post to which the candidate is applying (career, category and scientific area), mentioning this tender’s reference number above indicated herein I.1.;

b) Full name and address;

c) E-mail and phone number(s);

d) Statement under oath attesting the compliance of the candidate with the general requirements for recruitment within public administration, as defined above herein III.1;

e) Statement under oath by non-native speakers of Portuguese or English, attesting their language proficiency as required above herein III.1.4;

f) Statement under oath attesting the authenticity of all the information and documents provided in the application, without prejudice of making proof upon request.
IV.1.2 Curriculum Vitae duly dated and signed

The Curriculum Vitae shall include a foreword with the candidate’s full professional background in higher education institutions, when applicable, with reference to category, field or scientific area, identification of the higher education institution in which the candidate has exercised functions, type and length of the contract, specifying the position and type of contract held at the time of application. The foreword shall also include a summary clearly demonstrating that the candidate specialises in the scientific area for which this tender is open.

The candidate’s Curriculum Vitae shall be structured in order to separately respond to the different items listed below in section V and respective subparagraph.

IV.1.3. Copy of qualification certificates. Candidates with qualifications obtained abroad shall make proof that their Ph.D. was recognised pursuant to Decree-Law No. 66/2018, of 16 August, under penalty of exclusion. The candidates who hold a public service employment contract with the University of Coimbra are exempt from this submission, and should request this exemption on the ground that the qualification certificates are already in their individual process.

IV.1.4. Separate copy of the 5 to 10 of the candidate’s most relevant works/papers that have contributed to the development of the scientific field for which this tender is open.

IV.1.5. Copy of all works/papers mentioned in the Curriculum Vitae.

IV.1.6. Any other information considered relevant by the candidate.

IV.2. All application documents above indicated in IV.1 shall be submitted in either Portuguese or English, exception made to those mentioned in IV.1.6, which may be submitted in a different language. If the original documents mentioned under IV.1.4 and IV.1.5 are written in a language other than Portuguese or English, candidates are required to include a version in one of those languages. Exception is made to Diplomas, when written in Latin, in which case no translation is required.

IV.3. Submission: In person at the Human Resources Management Service of the University of Coimbra, during the working hours available at http://www.uc.pt/drh/contactos or sent by registered post mail to Serviço de Gestão de Recursos Humanos da Universidade de Coimbra,
Edifício da Faculdade de Medicina, Rua Larga, 3004-504 Coimbra, Portugal, mentioning the tender reference above (I.1).

IV.4. Applications that do not comply with the instructions or that fail to meet the tender's formal requirements, pursuant to the applicable laws and to this Public Notice, shall not be accepted. In the same way, if the required documents or papers are submitted outside the established timeframe, the application shall not be accepted.

IV.5. The position will not be filled if the Selection Committee decides that none of the candidates fulfills the requirements established in this Public Notice.

V - Selection methods and criteria:

V.1. The methods of selection of the candidate, in terms of the article 12 of the ECIC, will be the appreciation of the curriculum vitae; and the appreciation of the scientific work of the candidates.

V.2. Pursuant to Article 16 (3) of the ECIC, the following factors shall be considered and weighted:

V.2.1. The quality of the scientific and technical work of the candidates, considering its nature, relevance and timeliness; Factor H, indication of impact factor and quartile of journals; with great emphasis on the works indicated by the candidates as their most significant contributions to the advancement of knowledge in the area for which the tender is open; the authorship and co-authorship of intellectual property; with a weighting of 40%;

V.2.2. Professional experience, the previous experience evidenced by the candidates and their potential to coordinate and integrate constructively and profitably competitive projects, funded nationally and internationally, in the area for which the tender is open will be considered; the promotion of national and international peer collaboration networks and industry; the capacity for coordination and leadership of research teams demonstrated by the candidate; the recognition by the scientific community of the results obtained by the candidates in the area for which the competition is open, also pondering his intervention as invited lecturer in scientific meetings, lectures, conferences, as moderator of scientific sessions and organizer of scientific events with a weighting of 35%;

V.2.3. Vocational training, with a weighting of 5%;

V.2.4. Contributions in scientific orientation activities, with a weighting of 10%;
V.2.5. Participation in management and organization duties, with a weighting of 5%;

V.2.6. Active participation in the community, with a weighting of 5%;

VI - Selection process:

VI.1. After the examination and acceptance of applications, taking into account the requirements required by the ECIC, the Selection Committee begins by deciding the approval of candidates on merit, elaborating a list ordered alphabetically.

VI.2. Candidates are approved on absolute merit when the Selection Committee deems their overall CV appropriate for the available job, namely revealing merit of the scientific and technical work of the candidates, as well as the experience and professional training suitable for the position and the scientific field in question, taking into account, for this assessment, the following minimum criteria:

a) Publication of at least twenty scientific articles in journals indexed to the Web of Science - Core Collection. Ten of these articles must be located in Quartiles 1, 2 or 3 in the Journal Citation Reports (JCR), within the scientific area of the tender, corresponding to the year of publication, or, in case of recent publications, last year published by the JCR. The Jury can consider récent publications, not yet available in the Web of Science - Core Collection, but indicated by the candidate.

b) Of the these articles, five must have been published in the last five years and ten as first, second or last author. For other positions in the list of authors, the contribution of the candidate must be verifiable according to the editorial rules of the publication.

c) As an alternative, the candidate must have a total of 350 citations and an Impact Factor sum (IF) equal to or greater than 70, as well as a total number of publications no less than fifteen articles. The IF corresponds to the year of publication, or, in case of recent publications, to the last year published by the JCR.

d) Orientation of at least four doctoral thesis or, alternatively, two doctoral thesis and ten Master's dissertations. The cases of theses already defended or already delivered and accepted for defense will be considered as doctoral orientation.

VI.3. An application is rejected on absolute merit if, at least one, such proposal obtains a majority of favourable votes from among the Selection Committee present at the meeting, in
which case the other proposals for the same candidate will no longer be voted on. They may, however, be attached to the minutes if any member of the Selection Committee wishes to present them as justification of their vote.

To this end, each member of the Selection Committee submits applications that, in their understanding do not fill in point VI.2, justifiably, by written, deems. Each of these proposals shall then be put to vote and no abstentions are accepted.

**VI.4.** The final decision on each proposal, as well as the number of votes gathered by each of them, and the respective grounds, are an integral part of the minutes.

**VII – Ranking and voting methods:**

**VII.1.** After the debate on the candidates towards establishing a final deliberation about the ranking, each member of the Selection Committee will present a written document, which will be attached to the meeting minutes with their individual ranking proposal, based on the selection criteria and evaluation parameters stated in this Public Notice. Throughout the various vote rounds, each member of the Selection Committee must respect their proposed rankings.

**VII.2.** The first vote round is intended to select the candidate to be ranked in the first place. If a candidate obtains more than half of the votes, they shall be placed in the first position. If this is not the case, candidates with no votes shall be eliminated, as well as the candidate with the least votes, provided the latter obtained at least one vote. In the event of more than one candidate being placed in the last position with only one vote, there shall be a vote to decide whom to eliminate. In this vote round, committee members shall vote on the candidate who had the lowest score according to their individual ranking, and the candidate who obtains the most votes shall be eliminated. If a tie persists between two or more candidates, the Selection Committee Chair shall decide which candidate should be eliminated.

After this process, the Selection Committee shall vote on the ranking of the remaining candidates. This process is repeated until one of the candidates obtains more than half of the votes for the first place.

**VII.3.** The candidate placed in the first position shall then be excluded from the next vote round, which shall decide the second place. This process shall be consecutively repeated until all approved candidates are ranked.

**VII.4.** During the voting of the Selection Committee abstentions are not allowed.

**VIII – Notification of the candidates:**
VIII. 1. The list of candidates admitted and excluded and the final report will be published on UC's institutional and notified to applicants by letter registered, pursuant to article 26, paragraph 5 and paragraph 3 of article 27 of the ECIC.

VIII. 2. The entire tender records may be consulted by candidates, upon previous appointment, at the address mentioned under IV.3. herein, during the established working hours (more information at http://www.uc.pt/drh/contactos).

IX– Selection Committee:

According to notice no. 799/2019, published in Diário da República, II Série, no 7, 10th January, the Selection Committee is constituted as follows:

Chair:

Duarte Nuno Pessoa Vieira, Full Professor and Director of the Faculty of Medicine, University of Coimbra.

Committee members:

Dora Maria Tuna de Oliveira Brites, Investigator Coordinator of the Faculty of Pharmacy of the University of Lisbon;

Félix Dias Carvalho, Full Professor of the Faculty of Pharmacy of the University of Oporto;

Miguel Augusto Rico Botas Castanho, Full Professor of the Faculty of Medicine of the University of Lisbon;

Joaquim Carlos Neto Murta, Full Professor of the Faculty of Medicine of the University of Coimbra;

João José Oliveira Malva, Investigator Coordinator of the Faculty of Medicine of the University of Coimbra;

This Public Notice will be published in Portuguese in Diário da República, 2nd Series, and on the website Bolsa de Emprego Público (Governmental Public Employment Portal), as well as in both Portuguese and English on the University of Coimbra website (http://www.uc.pt/emprego) and on the pan-European Researcher's Mobility Portal (http://www.eracareers.pt/).

Pursuant to subparagraph h) of Article 9 of the Portuguese Constitution, the Public Administration, as employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional development, and takes action to prevent each and every kind of discrimination.
Faculty of Medicine,

The Chair,

[Signature]

31/01/2015