

INTERNATIONAL SELECTION PROCEDURE FOR THE HIRING OF A PRINCIPAL RESEARCHER IN THE FIELD OF HEALTH SCIENCES AND TECHNOLOGIES, INCLUDING CLINICAL RESEARCH AND/OR HEALTH SERVICES RESEARCH, UNDER A PRIVATE LAW EMPLOYMENT CONTRACT FOR AN UNLIMITED TERM, FACULTY OF MEDICINE, UNIVERSITY OF PORTO (FMUP)

By order of the Executive Council Member of the Faculty of Medicine of the University of Porto (FMUP), Professor Maria Guilhermina da Silva Rêgo, dated July 26, 2024, it is made public that an international selection procedure is open for a period of 15 (fifteen) business days from the business day following the publication of this notice in the *Diário da República*.

This selection procedure aims to hire a Principal Researcher under an indefinite-term individual employment contract, pursuant to the Regulation on Research, Science, and Technology Personnel of the University of Porto, Regulation no. 487/2020, published in the *Diário da República*, 2nd series, no. 100, of May 22, and in accordance with other applicable laws, namely the Labour Code, approved by Law no. 7/2009, of February 12, in its current version, for the performance of research activities in the scientific field of Health Sciences and Technologies, which includes the areas of Clinical Research and/or Health Services Research.

1. Scientific Area:

The scientific area of this selection procedure is Health Sciences and Technologies, which includes the areas of Clinical Research and/or Health Services Research.

2. Applicable Legislation:

The competition and corresponding hiring are governed by the provisions of the Regulation on Research, Science, and Technology Personnel of the University of Porto, Regulation no. 487/2020, published in the *Diário da República*, 2nd series, no. 100, of May 22, hereinafter referred to as the Regulation; Disciplinary and Scientific Areas of the Faculty of Medicine of the University of Porto, as listed in Order no. 7793/2022, of June 1, published in the *Diário da República*, 2nd series, no. 121, of June 1, 2022, corrected by Rectification Statement no. 450/2023, published in the *Diário da República*, 2nd series, no. 117, of June 19, 2023, and by other applicable laws, namely the Labour Code, approved by Law no. 7/2009, of February 12, in its current version, hereinafter referred to as LC, the Administrative Procedure Code, approved by Decree-Law no. 4/2015, of January 7, hereinafter referred to as APC, and the Scientific Research Career Statute, approved by Decree-Law no. 124/99, of April 20.

3. Admission Requirements:

3.1. General Admission Requirements:

3.1.1. The competition is open to national, foreign, and stateless candidates who hold a Doctorate degree and a scientific and professional curriculum in the scientific area of Health Sciences and Technologies, including the areas of Clinical Research and/or Health Services Research, demonstrating an appropriate profile for the activities to be developed.

3.2. Specific Admission Requirements:

3.2.1. Provided there are no grounds for rejection of applications due to non-compliance with the provisions of the previous point, the Jury will deliberate on their approval or disapproval by justified nominal voting, with abstentions not being permitted, considering the specific admission requirements.

3.2.2. A candidate is considered approved if they receive the approval of an absolute majority of the voting jury members.

3.2.3. The approval of candidates depends on the assessment of their scientific and curricular trajectory compatible with the disciplinary area for which the competition was opened and suitable for the performance of functions in the respective research category, as documented in the respective *Curriculum Vitae*.

3.2.4. For the purposes of evaluating the appropriate profile for the activities to be developed, as mentioned in the previous point, a favourable vote must be based cumulatively on both qualitative and quantitative requirements. Therefore, to determine the appropriate profile for the activities to be developed, the candidate must possess:

- a) A Ph.D. in Clinical Research and Health Services or related areas;
- b) Competencies aligned with the specific area and domain for which this selection procedure is being opened, namely:
 - i) Development of new strategies to optimize spontaneous reporting processes of adverse drug reactions;
 - ii) Securing external funding, particularly through competitive funding programs and service contracts;
- c) Experience in coordinating technical and research teams in science and technology, specifically in the area of pharmacovigilance;
- d) Experience in performing functions assigned by higher education institutions to which they have belonged, specifically in the area of pharmacovigilance;
- e) Present a Scientific Project/Activity Plan outlining future research and activities over the next 5 years, detailing research, knowledge transfer, management, and communication strategies in science and technology, teaching, and training activities, particularly in the area of pharmacovigilance within the Faculty of Medicine of the University of Porto.

4. Preferred Requirements:

- a) Professional experience in the design and participation in research and development programs and projects;
- b) Experience in collaboration in teaching and participation in training programs at the institution, specifically in the areas of pharmacovigilance and pharmacoepidemiology;
- c) Experience in supervising higher education students, specifically at the doctoral level;
- d) Experience in participating in scientific evaluation panels, specifically in the area of pharmacovigilance.

5. Remuneration:

The gross monthly base salary is €3,867.03, corresponding to the 1st salary position, index 220, in accordance with the table annexed to the Regulation and the Scientific Research Career Statute, approved by Decree-Law no. 124/99, of April 20, in an exclusive dedication regime.

6. Place of Work:

The place of work is the Faculty of Medicine of the University of Porto, Oporto, Portugal.

7. Hiring Regime:

7.1. The Principal Researcher will be hired under an indefinite-term employment contract, with a one-year probationary period, under the terms of article 48(1) of the Regulation.

7.2. Career research staff generally perform their duties under an exclusive dedication regime.

8. Activities to be Developed:

8.1. According to article 8(1) of the Regulation, the functions of research staff encompass the following areas:

- a) Research;
- b) Knowledge transfer and valorisation;
- c) Science and technology management and communication and other tasks;
- d) Teaching and training activities.

8.2. According to article 13(2) of the Regulation, in particular, the Principal Researcher is responsible for regularly conducting research and development activities and other scientific and technical activities within the missions of the respective institutions, as well as:

- a) Participating in the design of research and development programs and projects;
- b) Coordinating and supervising the execution of research and development projects;
- c) Developing training activities in research methodology and development;
- d) Monitoring the research work carried out by research fellows, interns, and research assistants;
- e) Collaborating in teaching and participating in the institution's training programs;
- f) Supervising higher education students, particularly undergraduate, master's, and doctoral students;
- g) Performing functions for which they have been elected or appointed in the collegiate bodies of the institution to which they belong.

9. Jury Members:

In accordance with subparagraph f) of article 19(1) and articles 22(1) and (2) of the Regulation, the composition of the Jury is as follows:

President: Professor Francisco José Miranda Rodrigues da Cruz, Deputy Director and Full Professor at FMUP;

Permanent Members:

1st Permanent Member: Professor Afonso Miguel das Neves Cavaco, Full Professor at the Faculty of Pharmacy of the University of Lisbon;

2nd Permanent Member: Professor Fernando Carlos de Landér Schmitt, Full Professor at the Faculty of Medicine of the University of Porto;

3rd Permanent Member: Professor Manuela Sofia Rodrigues Morato, Assistant Professor at the Faculty of Pharmacy of the University of Porto;

4th Permanent Member: Professor Fernando José Magro Dias, Invited Associate Professor at the Faculty of Medicine of the University of Porto and national and international specialist;

Alternate Members

1st Alternate Member: Professor Bert Leufkens, Emeritus Professor at Utrecht University, NL;

2nd Alternate Member: Professor Helga Gardarsdottir, Associate Professor at Utrecht University, NL.

10. Selection Methods:

10.1. Under the provisions of article 26 of the Regulation, the selection methods are:

- a) Evaluation of the Scientific and Curricular Path (APCC), with a weighting of 70%;
- b) Interview (INT) with a weighting of 30%.

11. Evaluation of the Scientific and Curricular Path (APCC):

11.1. The evaluation of the scientific and curricular path takes into account the profile suitable for the activities to be developed, focusing on the relevance, quality, and timeliness of the following criteria:

- a) Scientific and technological production considered most relevant by the candidate for the recruitment area and applied research activities, or practice-based research, considered to have the greatest impact in the recruitment area;
- b) Activities related to the promotion of culture and scientific practices, considered to have the greatest impact in the recruitment area;
- c) Management activities of science, technology, and innovation programs, or experience in observing and monitoring the scientific and technological system or higher education.

11.2. The selection of the approved candidates will proceed to the interview phase based on the combined ranking of the criteria above, according to the best classification obtained, with the tie-breaking criterion being the assessment of the scientific project/activity plan presented by the candidate.

12. Interview (E):

12.1. The interview will aim to clarify aspects related to the results of the research activities carried out by the candidate.

12.2. The interview will be evaluated based on the candidate's capacity for communication and oral expression in the recruitment area.

12.3. The jury will classify the candidates on a scale of 0 to 100 points. Candidates who obtain a classification lower than 50 points will be considered unsuccessful.

13. Final Classification (FC):

13.1. The final classification of the candidates will result from the weighted average of the scores obtained in the APCC and INT, according to the following formula:

$$FC = 0.70 * APCC + 0.30 * INT$$

13.2. The final classification will be expressed on a scale from 0 to 100 points, with candidates considered approved if they obtain a final classification equal to or greater than 50 points.

14. Evaluation of the Selection Methods:

14.1. Each member of the Jury evaluates the scientific and curricular path of the candidates on a scale of 0 to 100 points, with evaluations made to the hundredths, and the final score is obtained through the weighting defined in the criteria to be assessed.

14.2. The evaluation of the second selection method is expressed on a scale of 0 to 100 points, with evaluations made to the hundredths.

15. Evaluation Methodology:

15.1. After the admission of applications, and before starting the voting process for their final ranking in the evaluation of the scientific and professional path, each member of the Jury shall present a written document, to be attached to the minutes, containing the ranked list of candidates in descending order of merit, duly substantiated, considering the criteria and parameters of the Competition Notice.

15.2. The Jury shall deliberate by justified nominal voting, according to the adopted and disclosed selection criteria, with decisions made by absolute majority, and abstentions are not permitted.

15.3. The ranking methodology is as follows:

- a) The candidate who obtains an absolute majority in each voting round is positioned in the ranked place;
- b) Voting is conducted using a successive voting method;
- c) According to the previous point, the Jury first votes for the 1st place, then for the 2nd place, and so on, until the final ranking of all candidates admitted to the competition;
- d) If a candidate obtains an absolute majority of votes, they are ranked in the position for which the vote is being conducted and are removed from the scrutiny, and the procedure to choose the candidate for the next position begins, and so on;
- e) If an absolute majority is not reached in the vote for any position, the Jury repeats the voting for the position in question, excluding the least voted candidate in each round until a limit of three rounds, to find a candidate who obtains an absolute majority of votes;
- f) If there is a tie in determining the least voted candidate according to the previous point, the Jury repeats the voting, up to three rounds, only among the candidates who are tied, excluding the least voted candidate in each round.

15.4. If an absolute majority of votes is not reached after the votes provided for in the previous point, or if the tie persists, the President's casting vote shall be used for the final ranking.

15.5. Each Jury member must respect, in the various votes, the ranking they presented in the document referred to in point 15.1.

15.6. The minutes of the Jury meetings shall contain a summary of the proceedings, as well as the votes cast by each member and the corresponding justification.

15.7. The interview has a maximum duration of one hour and is exclusively aimed at clarifying aspects related to the research conducted by the candidates.

15.8. The interview or presentation session, or public demonstration, as the case may be, may also address other relevant aspects for the development of the candidates' activity under the terms of point 7 of the Notice.

15.9. After completing the application of the selection criteria, the Jury shall prepare the ranked list of candidates with the corresponding classification.

15.10. The final decision of the Jury shall be ratified by the highest-ranking official of the institution responsible for opening the competition procedure, with the final hiring decision being within the competence of the highest-ranking official of the contracting entity.

16. Application Formalization:

16.1. Applications must be formalized by submitting a request addressed to the President of the Jury, indicating the competition reference, and identifying the candidate by their full name, parents' names, identification number and date of the identity card/Citizen Card or civil identification number (or passport in the case of a foreign citizen), tax identification number, date and place of birth, marital status, profession, email address, and mobile phone contact.

16.2. The application must be accompanied by the documents proving the conditions outlined in this Notice, specifically:

a) A copy of the doctoral degree certificate, except in cases where the doctoral degree was obtained from the University of Porto;

b) A copy of the recognition of the Doctoral degree granted by a foreign higher education institution, by a Portuguese higher education institution (if applicable);

c) *Curriculum Vitae*, in Portuguese and English, containing all pertinent information for evaluating the application, considering the selection and ranking criteria stated in this notice, as well as demonstrating compliance with the requirements specified in point 3.2. It is recommended that the CV be organized according to the evaluation subfactors outlined in point 11;

d) Copies of works selected by the candidate as the most representative of their *curriculum vitae*, up to a maximum of five. This selection must be accompanied by a brief explanatory description in which the candidate details their contribution;

e) Activity Plan: a proposal of the activities that the candidate intends to develop during the first five years of their activity as Principal Researcher, explaining how they can contribute to the progress and development of the scientific area for which the competition is opened in both scientific and societal cooperation aspects;

f) A document objectively evidencing the number of citations of the publications listed in the CV and an explanation of the method used for counting them, with sufficient detail for the Jury to reproduce the procedure. The candidate should provide the identification method used for name searching;

g) Any other elements that the candidate deems relevant.

16.3. Applications must be formalized through the online application submission system available on the FMUP website: https://sigarra.up.pt/fmup/pt/CNT_CAND_GERAL.CONCURSOS_LIST (Ref. 2024/50, No. 216).

16.4. Applications must be submitted by September 10, 2024.

16.5. Failure to meet the application submission deadline, or the failure to submit or the late submission of the request referred to in point 16.1 and the documents referred to in subpoints a) to d) of point 16.2 will result in the exclusion of the application. The decision of exclusion will be communicated to the candidates by email for the purpose of conducting a hearing of interested parties.

16.6. The Jury may, whenever deemed necessary, request that candidates submit additional documents to substantiate the facts mentioned in the submitted CV, setting a deadline for this purpose, as follows:

a) The requested documentation is not intended for the presentation of elements not referenced in the CV, nor for the submission of missing documents required by the notice;

b) All candidates will be informed that additional documentation has been requested.

17. False Declarations:

False declarations made by candidates will be punished according to the law.

18. Notifications and Hearing of Interested Parties:

18.1. Candidates will be notified of the minutes regarding the evaluation stages of the applications, which will be sent to them by email to the address they provided for this purpose, with a receipt of delivery notification.

18.2. In accordance with the Administrative Procedure Code (APC), candidates have 10 working days to respond in writing after being notified.

18.3. Notifications will be made by email, in accordance with Articles 112(1)(c) and 113(5) of the APC.

19. This competition is exclusively intended to fill the indicated vacancy, and it may be terminated up until the ratification of the final ranking list of candidates, expiring with the corresponding occupation of the offered position. In the event that no candidate demonstrates the appropriate profile for performing the above-described functions within the scope of this project, the Jury reserves the right not to award the position.

20. Reserve List:

Based on the final ranking list, a reserve list will be created that may be used in the event of the withdrawal of the top-ranked candidate. The Faculty's highest authority reserves the right to call the next candidate in line, and so on until the vacancy is filled. The recruitment reserve is valid for a period of 18 months from the date of ratification of the final ranking list.

21. Other Provisions:

FMUP actively promotes a non-discrimination and equal access policy, ensuring that no application is favoured, benefited, harmed, or deprived of any right, or exempted from any duty based on ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic or racial origin, territory of origin, language, religion, political or ideological beliefs, and union membership.

22. Approval of the Opening Notice:

The President of the FMUP Scientific Council approved this Notice on June 19, 2024.

Oporto, August 20, 2024.

Professor Maria Guilhermina da Silva Rego

Executive Council Member of FMUP

Table 1. Aspects, Parameters, and Weightings for the Evaluation of the Scientific and Academic Track Record

Aspect	Parameters	Weighting	Total Weighting
APCC1 - Scientific and Technological Production and Applied or Practice-Based Research Activities	Design of systems for optimizing processes in the area of spontaneous reporting of adverse drug reactions and coordination of research teams in national and international research and development programs and projects in pharmacovigilance.	40%	70%
	Scientific and technological publications in the field of pharmacovigilance.	30%	
APCC2 - University Extension Activities, Scientific Dissemination, and Economic and Social Value of Knowledge	Coordination of technical teams as a representative of higher education institutions in service contracts and integration of networks in the field of pharmacovigilance.	10%	30%
	Integration into the editorial board of scientific journals, specifically in the health area.	5%	
APCC3 - Teaching and Training Activities	Collaboration in teaching, training, and participation in training activities on pharmacovigilance and pharmacoepidemiology.	2.5%	
APCC4 - Scientific Project / Activity Plan	Scientific Project / Activity Plan	12.5%	

In **APCC1 - Scientific and Technological Production and Applied or Practice-Based Research Activities (70%)**, the following parameters are evaluated, with the indicated weightings assigned:

Design of systems for optimizing processes in the area of spontaneous reporting of adverse drug reactions and coordination of research teams in national and international research and development programs and projects in pharmacovigilance (40%):

- Participation in national and international workgroups and networks.
- Quality and quantity of scientific projects participated in, specifically in the area and domain for which the recruitment process is open, funded on a competitive basis by public funds through national or international agencies or companies, and the results obtained. Emphasis is given to the coordination of projects and participation in international projects and networks. Quality evaluation should consider the candidate's contribution to the project, specifically in coordination, planning, and support for its execution, the level of competition for funding, evaluations received by the projects carried out, and the prototypes developed, particularly if they led to products or services.
- Scientific and technological publications in the field of pharmacovigilance (30%).

In **APCC2 - University Extension Activities, Scientific Dissemination, and Economic and Social Value of Knowledge (15%)**, the following parameters are evaluated, with the indicated weightings assigned:

Coordination of technical teams as a representative of higher education institutions in service contracts and integration of networks in the field of pharmacovigilance (10%):

- Performance as a coordinator of teams designated by U.Porto and its Research Units and Centers according to statutory and regulatory provisions, as well as management of the technical execution of contracts.

Integration into the editorial board of scientific journals, specifically in the health area (5%):

- Quality of scientific output in the specific area and domain for which the recruitment process is open (books, journal articles, conference proceedings articles, conference presentations), expressed mainly by the type of publications, their content, and the recognition they receive from the scientific community, rather than by their quantity or metric indicators.

In **APCC3 - Teaching and Training Activities (2.5%)**, the following parameters are evaluated, with the indicated weightings assigned:

Teaching and training activities (2.5%):

- Experience, scope, and quality of the teaching activities performed by the candidate in the specific area and domain for which the recruitment process is open. Whenever possible, the quality of the teaching activities will be assessed using objective methods based on feedback collection (e.g., pedagogical surveys).
- Advanced training (supervision of PhDs, master's degrees, and training sessions) in higher education institutions in the indicated recruitment area.

In **APCC4 - Scientific Project / Activity Plan (12.5%)**, the following parameters are evaluated, with the indicated weightings assigned:

Scientific Project / Activity Plan (12.5%):

- The candidate should outline the research and future activities, including research, knowledge transfer, and valorization, management, and communication of science and technology, teaching, and training, that they intend to carry out over the next 5 years. This should be contextualized with the state of the art and the research and management strategies they propose to adopt in the specific area and domain for which the recruitment process is open, particularly in pharmacovigilance within the Faculty of Medicine of the University of Porto.

Annex II

Table 2. Aspects, Parameters, and Weightings for the Interview Evaluation

Aspect	Weighting	Parameters	Weighting
ENT1 - Aspects Related to the Research Conducted by the Candidates	50%	Ability to describe the activities planned in the activity plan / scientific project.	25%
		Demonstration of leadership in research coordination activities.	25%
ENT2 - Other Relevant Aspects for the Development of the Candidates' Activities	50%	Motivation for autonomous development of research activities.	25%
		Motivation to engage in fundraising activities for research projects.	25%

In **ENT1 - Aspects Related to the Research Conducted by the Candidates** (50%), the following parameters are evaluated, with the indicated weightings assigned:

Ability to describe the activities assumed in research activities (25%):

- Assesses the candidate's ability to express themselves and their verbal fluency: coherence and clarity of discourse, vocabulary richness, and ability to understand and interpret questions posed.

Demonstration of leadership in research activities (25%):

- Evaluates the candidate's behaviour in terms of their ability to manage teams.

In **ENT2 - Other Relevant Aspects for the Development of the Candidates' Activities** (50%), the following parameters are evaluated, with the indicated weightings assigned:

Motivation for the autonomous development of research activities (25%):

- Assesses the candidate's ability to autonomously develop the activities proposed in their scientific project.

Motivation to engage in fundraising activities for research projects (25%):

- Evaluates the candidate's ability, strategies, and networking skills for securing funding for science.