

INTERNATIONAL TENDER NOTICE FOR THE RECRUITMENT OF AN ENTRY-LEVEL DOCTORATE GRADUATE TO WORK FOR CARDIOVASCULAR R&D CENTRE (REFERENCE UIDB/00051/2020) (OPEN-ENDED CONTRACT)

Following the order of the member of the Executive Council of the Faculty of Medicine of the University of Porto (FMUP), *Professora Doutora* Maria Guilhermina Sousa Rego, published on May 29th, 2024, it was decided to open an international tender for the recruitment of an entry-level doctorate graduate in the scientific area of Health Sciences (See FCT reference document: https://www.fct.pt/apoios/projectos/concursos/ICDT/docs/ICDT_Areas_Cientificas_e_Paineis_Avaliacao_20_22.pdf), under an individual open-ended contract, under the Labour Code, to carry out research activities, knowledge transfer and enhancement, management and communication of science and technology, collaboration in teaching and training, among others, financed by national funds through the Portuguese Foundation for Science and Technology (FCT).

1. Scientific Areas

The scientific área(s) of this tender is/are Health Sciences.

2. Applicable Legislation

2.1 The tender is governed by Regulation No. 487/2020 – Research, Science and Technology Staff Regulation of the University of Porto and respective hiring, from now on referred to as the Regulation, published in the Official Gazette, 2nd Series, No. 100, of May 22, and by other applicable legislation, namely the Labor Code, approved by Law no. 7/2009, February 12, as amended by No. 7/2009, of February 12, in its current wording, Decree-Law No. 57/2016, of August 29, as amended by Law No. 57/2017 of July 19, which approves a system for hiring doctorate graduates aimed at stimulating scientific and technological employment in all areas of knowledge (RJEC); Regulatory Decree No. 11-A/2017, of December 29; and applicable regulatory standards.

2.2 This tender is open in the scope of the Cardiovascular R&D Centre multi-annual funding contract for R&D Units 2020-2024 established between the FCT and the FMUP (Ref. UIDB/00051/2020), to support the development of scientific and technological activity; and in accordance with the provisions of item 4 of article 28 of the Scientific Employment Regulations, approved by the Regulation No. 607-A/2017 published in the 2nd series of the Official Gazette of November 22, 2017, amended by the Regulation No. 806-A/2019 published in the 2nd series of the Official Gazette of October 14, 2019 and Regulation No. 985-B/2019, published in the 2nd series of the Official Gazette of December 31, 2019.

3. Following article 16 of the RJEC, in its current wording, the present tender procedure is exempt from the authorization of the Government members responsible for the areas of Finance and Public Administration,

namely that referred to in no. 3 of article 7 of the General Labor Law in Public Functions (LTFP), from obtaining the prior favorable opinion of the members of the Government responsible for the areas of Finance and Public Administration, referred to in no. 5 of article 30 of the LTFP, and from the procedure for recruiting workers in a situation of requalification, referred to in article 265 of the LTFP.

4. Eligibility criteria

4.1. General criteria

Any national, foreign, or stateless person holding a doctorate in Cardiovascular Sciences (See reference FCT document: https://www.fct.pt/apoios/projectos/concursos/ICDT/docs/ICDT_Areas_Cientificas_e_Paineis_Av_aliacao_2022.pdf), completed 5 years ago or less, that reveals an appropriate profile for the activity to be developed may apply for the job.

Any doctorate awarded by a foreign higher education institution must be recognized by a Portuguese higher education institution in accordance with article 25 of the Decree-Law no. 66/2018, of August 16, which approves the legal regime for the recognition of academic degrees and diplomas of Higher Education, awarded by foreign higher education institutions and paragraph e) of no. 2 of article 4 of Decree-Law no. 60/2018, of August 3, and any formalities established therein must be complied with by the date of the hiring act.

4.2. Specific criteria

The following specific criteria must be fulfilled to determine the appropriate profile for the activity to be developed:

- a) PhD completed less than 5 years ago;
- b) Experience in clinical research in the cardiovascular area;
- c) Experience in database management and statistical analysis in the cardiovascular area;
- d) Technical knowledge and skills to perform complementary diagnostic techniques in the cardiovascular area, including experience in transthoracic echocardiography.

5. Preferred profile

- a) To have a facility for communicating results, assessed by participation in national and international scientific congresses in the cardiovascular area;
- b) Scientific publications in indexed journals in the cardiovascular area;
- c) Winning awards in the cardiovascular sciences field;
- d) Proven training in transthoracic echocardiography.

6. Salary

The monthly salary to be awarded is specified in level 5, 1st position of the table annexed to the Regulations

or level 33 of the Remuneration Table, approved by Ministerial Order no. 1553-C/2008, of December 31, updated in accordance with Decree-Law no. 109-A/2021, of December 7. Such salary corresponds to a gross monthly remuneration of 2,294.95 Euros.

7. Place of work

The workplace is located at the Faculty of Medicine of the University of Porto (Cardiovascular R&D Centre, Department of Surgery and Physiology) or other institutions with which the Cardiovascular R&D Centre develops collaborative projects under the scientific supervision of Professor Adelino Leite-Moreira.

8. Contract type

The doctorate graduate will be hired under an open-ended employment contract by legal requirement, following paragraph b) of no. 1 of article 6 of the RJEC, ex vi, no. 2 of article 18 of the RJEC, and will remain only for the period necessary to carry out the tasks defined in the project and identified in the following number.

9. Duty

9.1. Regular performance of activities in the following areas:

- a) Research;
- b) Knowledge transfer and enhancement;
- c) Science and technology management and communication, and other duties;
- d) Teaching and training activities, when applicable and according to the terms of article 12 of the Regulations of the University of Porto.

9.2. The entry-level doctorate is responsible for carrying out the following research and development activities:

- a) Participate in the development and execution of research and development projects and in related scientific and technical activities;
- b) Monitor the work carried out within the scope of the projects under its responsibility;
- c) Collaborate in the development of training activities in the field of research and development methodology;
- d) Monitor the research work carried out by grant holders, research trainees and research assistants and participate in their training.
- e) Collaborate in teaching and participate in the institution's training programmes.

10. Selection Board

In accordance with articles 22, no. 3 and 4 of the Regulation and 13 of the RJEC, the selection board of this tender has the following composition:

Chair:

Joaquim Adelino Correia Ferreira Leite Moreira, Full Professor, FMUP

Members of the board:

1st permanent member: Inês Maria Falcão Sousa Pires Marques, Full Professor, FMUP

2nd permanent member: Francisca Almeida Saraiva Proença Garcia, Assistant Researcher, FMUP

1st substitute member: Isabel Alexandra Marcos Miranda, Assistant Researcher, FMUP

2nd substitute member: António Sousa Barros, Assistant Researcher, FMUP

11. Selection method

In accordance with articles 26 of the Regulation and 5 of the RJEC, the selection methods are:

- a) (Curricular) evaluation of the applicants' scientific and educational background (APCC) (90%);
- b) Interview (ENT) - (10%).

12. Evaluation of the Scientific and Professional Career (APCC in Portuguese) (90%)

12.1. Evaluation of the scientific and professional career, considering a profile that is suited to the requirements of the duties corresponding to the category covered by this tender, and focusing on the relevance, quality, and currentness of the following aspects:

- a) Scientific performance in the areas and subareas for which the tender is open;
- b) Knowledge transfer and enhancement;
- c) Science and technology management and communication.

12.2. In evaluating the aspects indicated in points a) and b) of the preceding paragraph, the activity developed in the last 5 (five) years must be considered.

12.3. The five-year period mentioned in no. 12.2 may be extended by the Board, at any applicant's request, when based on the suspension of scientific activity for socially protected reasons, namely for reasons of parental leave, prolonged serious illness, and other situations of unavailability for work that are legally protected.

12.4. In the evaluation of the dimensions of the aspects described in 12.1, the following parameters are considered, and the following weighting factors are attributed:

A1) Experience in clinical research in the cardiovascular area (45%):

A1.1.) Experience in designing clinical research protocols, including type of study, criteria for selecting participants and selection of the most appropriate statistical approach to the research question formulated

(from 0 to 50 points);

A1.2.) Experience in submitting clinical research projects to local ethics committees (from 0 to 20 points);

A1.3.) Participants enrollment in clinical research projects in the cardiovascular area (from 0 to 20 points);

A1.4.) Follow-up of participants included in clinical research projects in the cardiovascular area, including planning and management of face-to-face visits (0 to 10 points).

A2) Knowledge and technical skills in the execution and interpretation of complementary means of diagnosis in the cardiovascular area, including: (45%)

A2.1.) Complementary diagnostic techniques in the cardiology area, namely 12-lead electrocardiogram, 24/48-hour HOLTHER and transthoracic echocardiogram (from 0 to 60 points);

A2.2.) Complementary diagnostic techniques in the vascular area, namely assessment of endothelial function and vascular stiffness (0 to 30 points);

A2.3.) Application and analysis of health questionnaires, namely quality of life, food frequency and physical activity questionnaires (from 0 to 10 points).

A3) Scientific production in the cardiovascular sciences (publications, communications and awards) (10%)

A3.1.) Full-text publications as first author or co-author (0 to 40 points);

A3.2.) Communications in national and international conferences (from 0 to 30 points);

A3.3.) Participation in awards as author or co-author (from 0 to 30 points).

12.5. The APCC final classification is obtained by the following formula:

$$APCC = (0.45 * A1) + (0.45 * A2) + (0.1 * A3)$$

13. Evaluation of the Interview (ENT) (10%)

If an interview is held, the three best-ranked applicants in the evaluation of their scientific and curricular background will be admitted, and the board will evaluate aspects related to the research conducted by the applicants.

14. Final classification

The Final Classification (CF) of the evaluation of the Scientific and Curricular career (APCC) and Interview (ENT) will be obtained by applying the following formula: $CF = (APCC * 0,9) + (ENT * 0,1)$. If there is no interview, the Final Classification is the classification obtained in the APCC.

15. Valuation of the Selection Method

15.1. Each member of the Board evaluates the scientific and curricular background of the applicants on a scale from 0 to 100 points, with a weighting up to hundredths, and the classification is obtained through the

weighting defined in the criteria to be evaluated.

15.2. The interview evaluation is expressed on a scale of 0 to 100 points, with a weighting to the hundredths.

16. Evaluation Methodology:

16.1. After the admission of the applicants, and before starting the voting for their final ranking in the evaluation of their scientific and curricular background, each member of the Board presents a written document, to be attached to the meeting minutes, with the list of the applicants in descending order of merit, duly substantiated, considering the criteria and parameters of this tender notice.

16.2. The Board deliberates employing reasoned roll-call voting following the selection criteria adopted and disclosed. Abstentions are not allowed.

16.3. The seriation methodology is as follows:

- a) The applicant who obtains an absolute majority in each voting round will be placed in the position to be ordered;
- b) The successive voting method is used for voting;
- c) According to the previous number, the Board votes initially for a 1st place, then for a 2nd place, and so on, until the final ranking of the admitted applicants is obtained;
- d) If an applicant obtains an absolute majority of the votes, he/she is ordered in the place for which he/she is voted and is removed from the ballot. Then, the procedure to choose the applicant who will occupy the next position of the ranking begins, and so on;
- e) If the absolute majority of votes is not reached in the voting for any of the positions of the ranking, the Board will proceed to a second vote for the same position, but excluding in each of the voting rounds held, up to a limit of three, the applicant with the fewest votes, to find the applicant who reaches the absolute majority of votes;
- f) In case of a tie for the determination of the applicant with the least votes, under the terms of the previous paragraph, the Board repeats the voting until the limit of three, only among the applicants in a tie situation, excluding the applicant with the least votes upon each voting round.

16.4. If an absolute majority of votes is not reached after the voting explained in the previous number, or in case of a tie, the Chair's vote will be used for the final ranking.

16.5. Each member of the Board must respect, in the various voting rounds, the order he or she presented in the document referred to in paragraph 16.1.

16.6. The interview has a maximum duration of one hour and is exclusively aimed at clarifying aspects related to the research carried out by the applicants.

16.7. The Board's discussions will be briefed in minutes taken during its meetings, containing a summary of what occurred, as well as the votes cast by each member and respective reasoning.

16.8. After concluding the application of the selection criteria, the jury proceeds to produce an ordered list of the approved applicants with the respective classification.

16.9. The Board's final decision is approved by the head of the institution responsible for opening the tender notice. The final decision on hiring is the responsibility of the top manager of the hiring entity.

17. Formalization of applications:

17.1. The applications are formalized, upon request, addressed to the Chair of the Board, containing the identification of this notice, full name, number and date of identity card or citizen card, or civil identification number, tax identification number, date of birth, residence, and contact address, including e-mail and telephone contact.

17.2. The application must be accompanied by documentary evidence of the conditions described in points 4 and 5 of this notice, namely:

- a) Copy of the doctorate certificate or diploma and respective recognition of the degree if it has been obtained in a foreign Higher Education Institution (to be presented before the signing the work contract);
- b) Detailed Curriculum Vitae, containing all the relevant information for the evaluation of the application, as well as to demonstrate the fulfilment of the criteria established in items 4 and 5 of the present notice, organized according to the criteria in 12.4;
- c) Other documents that the applicant justifies to be relevant for the analysis of his application (if applicable).

17.3. Applications should be formalized in the online application submission system, available at the FMUP website https://sigarra.up.pt/fmup/pt/CNT_CAND_GERAL.CONCURSOS_LIST.

17.4. Applications must be submitted by 23h59 (hora local) on **August 9th, 2024**.

17.5. Non-compliance with the deadline for submitting the application, failure to submit, or late submission of the application mentioned in 17.1 and the documents mentioned in 17.2 a) to x) will lead to the exclusion of the application. For purposes of hearing of the interested parties, the exclusion decision is notified to the applicants **by e-mail**.

17.6. The Board may, whenever it deems necessary, ask the applicants to provide complementary documents for the facts described in the submitted curriculum, setting a deadline for that purpose

18. False Statements:

False statements made by applicants will be punished according to the law.

19. Notices of the results:

The minute(s) of the Board meeting(s) for evaluating the applications will be sent via e-mail with a delivery receipt.

20. Parties hearing and deadline for final decision:

In accordance with article 121 of the Administrative Procedure Code, after being notified, the applicants have 10 working days to comment. Within 90 days, counting from the deadline for submitting applications, the Board's final decisions are made.

21. The present tender is exclusively aimed at filling the indicated vacancy and may be terminated until the final ranking list of applicants is ratified, expiring with the respective occupation of the job position on offer. If none of the applicants has the appropriate profile for the performance of the functions described above within this project's scope, the Board reserves the right not to award the position in the tender.

22. Reserve list

In case of withdrawal of the first ranked applicant, the highest management body of the Faculty reserves the right to call the next ranked applicant and so on until the vacancy is filled, upon the judgment of convenience and opportunity, based on the selection reserve list that can be used up to 12 months from the date of the present announcement, and for that purpose a "selection reserve list" is constituted that corresponds to the final ranking list.

23. Other Dispositions

The Faculty of Medicine of the University of Porto actively promotes a policy of non-discrimination and equal access, whereby no applicant may be privileged, benefited, prejudiced, or deprived of any right or exempted from any duty on the grounds of, namely, ancestry, age, gender, sexual orientation marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs, and union membership.

24. Approval of the tender notice publication

The Scientific Council approved this tender notice on March, 20th 2024

The member of the Executive Council of the Faculty of Medicine of the University of Porto,
Professora Doutora Guilhermina Rego