

OPENING NOTICE FOR AN INTERNATIONAL SELECTION PROCEDURE FOR A DOCTORAL CANDIDATE UNDER ARTICLE 23 OF THE DECREE-LAW 57/2016, OF AUGUST 29TH 2016, PROVIDED THE ALTERATIONS BY LAW 57/2017, OF JULY 19TH AND COMPLIMENTARY LEGISLATION

1. As proposed by the post-doc supervisor, Dr. Maria Judite da Silva Cardoso Alves, and by order of the Rector of August 14th 2018, notice is hereby given of the opening of an international selection procedure for the position of doctorate in the field of “Exact and Natural Sciences – Biological Sciences”, on the basis of a public service contract for a fixed term of three years, for the development of research projects within the scope of morphological and functional evolution in Formicidae (Hymenoptera). The selected candidate will also undertake the following tasks: i) collaboration in activities of curatorship for the entomological collections at the Museums of Universidade de Lisboa/National Museum of Natural History and Science (MUHNAC), namely cataloguing and incorporation of Formicidae specimens; ii) development of training activities, specifically student orientation at the Master’s, Doctorate and Post-Doctorate Degree levels; iii) development of knowledge extension and dissemination activities, based on the conducted research.
2. Applicable legislation:
 - a) Decree-Law 57/2016, of August 29th 2016, which establishes a hiring system for doctoral candidates designed to encourage employment in the fields of science and technology in all areas of knowledge (RJEC), in the wording conferred on it by Law 57/2017, of July 19th, also taking into account the provisions of Regulatory Decree 11-A/2017, of December 29th 2017;
 - b) The general Law on Employment in Public Service (Lei Geral do Trabalho em Funções Públicas - LTFP), approved as an annex to Law 35/2014 of June 20th 2014, and subsequent amendments.
3. In compliance with article 13 of the RJEC, the examining board has the following composition:

Chairman: Rector of Universidade de Lisboa (ULisboa), Professor António Cruz Serra

Members:

 - Doctor Cristina Maria Filipe Máguas da Silva Hanson, Associate Professor at ULisboa’s Faculty of Sciences, and Coordinator of the Centre of Ecology, Evolution and Environmental Change (cE3c);
 - Doctor Maria Judite da Silva Cardoso Alves, Assistant Researcher at ULisboa;
 - Doctor Sara Newbery Raposo Magalhães, Assistant Professor at ULisboa’s Faculty of Sciences.
4. The workplace is located at the National Museum of Natural History and Science – Universidade de Lisboa, Escola Politécnica Street, no.58, 1250-102, Lisboa, Portugal.
5. The monthly remuneration to be granted is established by clause 1 of article 5 of Regulatory Decree 11-A/2017 of December 29th, corresponding to level 33 of the consolidated table of remunerations, as approved by Government Order 1553-C/2008 of December 31st, as 2,128.34 Euros, without conflict with the provisions within clause 3 of article 5 of said Regulatory Decree.
6. As far as funding is concerned, for contracts resulting from this selection procedure, it will be terminated should the grant holder who originated the procedure not apply to become its candidate.

7. The contract will remain in force for a period of 3 years and is automatically renewable for periods of one year, up to a maximum of 6 years, unless:
 - a) The institution proposes its termination due to unfavorable evaluation of the work carried out by the doctorate, in which case he/she must be informed up to 90 days prior to the end date of the initial contract or to its renovation;
 - b) Any of the clauses apply which provide for termination in accordance with article 289 of the LTFP;
 - c) The public employer, or the employee, communicates in writing, up to 30 days prior to the term of the contract or to its renewal, their desire not to renew it, resulting in the revocation of the fixed-term work contract entered into as a result of this Notice.
8. Portuguese, foreign and stateless persons who hold a doctoral degree in an area of knowledge or specialty covering the field of “Exact and Natural Sciences – Biological Sciences” may submit applications through this selection procedure, as may those whom, in accordance with Decree-Law 341/2007 of October 12th, as regulated by Government Order 227/2017 of July 25th, are acknowledged to hold the full rights inherent of a Doctorate Degree title, and those who have been granted equivalence to, or recognition of, the degree of Doctor under the terms of Decree-Law 283/83 of June 21st, and have an academic and professional *curriculum vitae* which demonstrates competencies matching the research work to be undertaken.

In case the eligible candidate got the doctorate degree abroad, the equivalence or recognition or registration of such degree must be obtained up to the end date provided for the celebration of the contract.
9. Formal procedure for applications:
 - 9.1. Submission of the application form – available on the ULisboa website, www.ulisboa.pt/en – must be addressed to the Chairman of the Examining Board, referring to this Notice, providing the candidate’s full name, number and expiration date of the identification document, citizen’s card, or civil identification number, VAT identification number, date and place of birth, profession, residential address and contact address, including e-mail address and telephone number.

In their applications, candidates must give their consent to receiving communications and notifications relating to this selection procedure by e-mail, to the e-mail address specified in their applications.
 - 9.2. For eligibility for this selection procedure the application must enclose the documents in compliance with the conditions expressed in point 8 of this notice, namely:
 - a) Copy of qualifications certificate or diploma;
 - b) Doctoral thesis or equivalent document(s) which gave rise to the award of this academic degree;
 - c) Detailed *curriculum vitae*, organized in accordance with the items expressed in points 13 and 15, highlighting, in the form of attached copies, the research work the candidate considers to be most relevant for each of the items in said points;
 - d) Research project on the morphological and functional evolution in Formicidae (Hymenoptera), considering the following items:
 - Synopses;
 - Framing within the MUHNAC’s mission;
 - Expected results and impact;

- Indicators predicted (for 3 and 6 years) considering items in points 15.1 and 15.4 of this notice.

e) Other documentation the candidate willingly provides with relevance to the assessment of his or her application.

9.3. Candidates are required to submit the documents mentioned in points 9.1 and 9.2, in PDF format, by e-mail, to the e-mail address candidaturas.rh@reitoria.ulisboa.pt, up to the final day of the deadline for the start of the selection procedure, which is set at 30 working days after publication of this Notice in the *Diário da República* (The Official Journal), on the Public Employment Pool and on the hiring institution's website, as well as those of the Foundation for Science and Technology (FCT IP), in Portuguese and English. Any candidate may, based on technical difficulties or impossibility of sending by e-mail any of the documents mentioned in points 9.1 and 9.2, deliver them in physical form, within the deadline mentioned above, by registered postal mail with notification of receipt, to the Department of Human Resources at the Universidade de Lisboa, Administration: Edifício da Reitoria, Alameda da Universidade, 1649-004 Lisboa, Portugal, or deliver it in hand at the same address. If the candidate's justification for submitting documents in physical form are not accepted, the Chairman of the Examining Board shall grant the candidate an additional 5 working days to submit them in digital form as well.

9.4. Applications and documentation may be submitted in English or Portuguese, notwithstanding the Chairman of the Examining Board's right to demand, should a member of that board be unfamiliar with the Portuguese language, that the candidate obtain and submit, within a reasonable period of time, a translation to English of any document previously submitted in Portuguese.

10. By decision of the highest Governing Body of the institution of higher education, candidates shall not be admitted to the selection procedure if they have not complied with the provisions of point 9. Candidates will automatically be ruled out should they not use the application form, or not submit all the documentation mentioned in paragraphs a) to d) of point 9.2, or should the presented documentation be illegible, incorrectly filled in, or invalid. In case of doubt and in order to confirm eligibility for the selection procedure, it is that Governing Body's right to request documented proof of statements made by any candidate.

11. Approval on absolute merit:

11.1. The examining board will decide to approve or reject applications based on absolute merit, justified through votes by roll call where no abstentions are allowed.

11.2. Candidates whose applications have obtained the favourable vote of over half the voting members of the board shall be considered to have been approved on absolute merit.

11.3. Candidates with an academic trajectory relevant to the academic field to which this selection procedure refers, in compliance with the additional weighting criteria set out in point 15.5, shall be approved on absolute merit.

11.4. An unfavourable vote on absolute merit may further be based on non-compliance with the following circumstance: the Research Project presented by the candidate proves insufficient and is not appropriately framed within the academic field(s) in question, presents serious inaccuracies or is not supported by the candidate's previous work.

12. Under the terms of article 5 of the RJEC, selection will be carried out by evaluation of the candidates' academic and curricular careers.

13. The evaluation of candidates' academic and curricular careers is based on the relevance, quality and topicality of:

- a) Technological, academic and cultural or artistic production in the last five years considered most relevant by the candidate;
- b) Applied research, or practice-based work, carried out in the last five years and considered of greatest impact by the candidate;
- c) Knowledge extension and dissemination activities carried out in the last five years, namely within the promotion of culture and research practices, considered most relevant by the candidate;
- d) Management of science, technology and innovation programmes, or experience in observing and monitoring the science and technology or higher education systems in Portugal or abroad.

14. The board may increase the five-year period set out in the previous clause, at the candidate's request, when this is justified and proof is provided in documentary form that the research activity was suspended for reasons related with social protection, such as for parental leave, prolonged serious illness and other situations legally justifying absence from work.

15. The criteria for evaluation are those set out in this clause, with the additional criterion set out in point 15.5, and paying particular attention to the candidate's curriculum vitae and to the contributions the candidate regards as being of the greatest relevance over the last 5 years:

15.1. Quality of scientific, technological and cultural or artistic production which the candidate deems to be most relevant, and relevant for the present research project, with the set weighting factor of 70 %, taking the following into account:

i) Academic publications: a parameter which includes books, book chapters, and articles in academic journals and in proceedings of international conferences authored or co-authored by the candidate, considering:

- Their nature;
- Their impact;
- Scientific/technological level and innovation;
- Diversity and multidisciplinary;
- International collaboration;
- The importance of the candidate's contributions for the advancement of the current state of knowledge;
- the importance of the projects which the candidate has chosen as being the most representative, concerning in particular their contribution to the development and progress of the academic field for which this selection procedure has been launched.

ii) Conception and reinforcement of resources: parameter which considers the participation and coordination by the candidate of initiatives resulting in the conception or reinforcement of work infra-structures of experimental and/or computational nature as aid to the research.

iii) Recognition by the international research community: a parameter contemplating:

- Awards from scientific societies;
- Editing work in academic journals;
- Membership of editorial boards for academic journals;
- Organization of and participation in committees for research programmes and events;
- Guest lectures at academic conferences or in other institutions;

- Membership in research societies with challenging admission criteria and similar distinctions.

iv) Coordination and participation in scientific projects: a parameter which includes the candidate's participation in and coordination of research projects, subject to competitive selection procedures, considering:

- Territorial scope and size;
- Technological level and relevance of the contributions;
- Innovation and diversity.

v) Promotion of research work: a parameter which covers the candidate's demonstrated ability to organize and lead research teams;

vi) Monitoring and supervision of students, interns and research grant holders: a parameter which contemplates the supervision of doctoral, master's degree and undergraduate students, interns and research grant holders, taking into account the number, quality, scientific and technological scope and impact of the resulting publications, dissertations, theses, and final coursework, and highlighting award-winning and internationally recognized research work.

15.2. Applied research work, or practice-based work, which the candidate considers to have had the greatest impact, and which is relevant to the planned research, with the set weighting factor of 10%, bearing in mind:

i) Professional training and life-long training: a parameter which contemplates the participation in and organization of training activities for citizens, businesses and the public sector, considering their nature, the technological intensity and the results obtained.

ii) Provision of services and consultancy as part of the institutional mission: a parameter which takes into account participation in activities involving the business environment and the public sector, considering the type of participation, project size, diversity, technological intensity and innovation.

iii) Design, planning and production of scientific events: a parameter contemplating the value of relevant professional experience for the activities of the Institution.

15.3. Activities of extension and dissemination of knowledge, in particular in connection with the promotion of culture and research practices, considered most relevant to the candidate, and relevant for the proposed research project, with the set weighting factor of 10%, taking into account:

i) Industrial and intellectual property;

ii) Publications for the dissemination of scientific and technological research: a parameter which takes into account articles in journals and at national conferences and other publications for the dissemination of science and technology research, given their professional and social impact;

iii) Services to the scientific community and society: a parameter which takes into account participation in and organization of programmes to disseminate scientific and technological research, considering their nature and the results obtained, when carried out with:

- The scientific community, in particular through the organization of conferences and lectures;
- The Media;
- Businesses and the public sector.

15.4. Contribution to management activities in science, technology and innovation programmes, or experience in the observation and monitoring of the research system

in higher education, in Portugal or abroad, and relevant to the project to be undertaken. This factor has set weighting factor of 10%, considering:

- i) Positions in university bodies, schools and research units: a parameter which takes into account the nature and the responsibilities of those positions;
- ii) Other positions: a parameter which takes into account positions held in national and international scientific organizations.

15.5. When weighting the evaluation criteria outlined in points 15.1 to 15.4, each examiner may take into consideration the following additional parameters, under the expressed conditions:

15.5.1.a Relevance and quality of the research project submitted for the study of morphological and functional evolution in Formiciadae (Hymenoptera);

15.5.1.b Contribution to the development of the scientific area using the X-ray micro-tomography methodology (micro-CT);

15.5.1.c Relevance and quality of the scientific project.

16. The examiners may decide to select up to three candidates approved on absolute merit who will be summoned for a presentation session in which they will be required to present their research results, following which the examiners shall encourage an open debate on their content and innovative nature. This session is not a method of selection and will not count toward the mark obtained by each candidate. The purpose is merely to obtain clarification and explanations of information within the candidates' *curricula vitae*.

17. Whenever the examiners deem it necessary and relevant to the assessment and marking of their application, they may ask a candidate to submit additional documentation backing up statements made.

18. Classification (marks) of candidates:

18.1. Each examiner shall award a mark to each candidate for each evaluation criterion, on a scale of 0 to 5 points, and will proceed to rank candidates in accordance with the final marks obtained by adding up all the individual marks gotten for each evaluation criterion, and taking into account the weighting for each parameter.

18.2. Candidates shall be ranked by applying the method of successive voting outlined in clause 3 and subsequent clauses of article 20 of the ULisboa Regulations for Tenders (Regulamento Geral de Concursos da ULisboa), published as part of Despach 2307/2015 of 5 March 2015.

18.3. The examining board shall reach its decisions on the basis of an absolute majority. No abstentions are permitted.

18.4. The final mark for each candidate is that which matches his or her ranking resulting from the method mentioned in point 18.2.

19. Minutes of the meetings of the examining board shall be drawn up, containing a summary of proceedings, as well as the number of votes awarded by each examiner and the grounds for those votes. These minutes will be made available to candidates upon request.

20. The final deliberation of the examining board shall be approved by the Rector, and it is also the Rector's responsibility the celebration of the respective contract.

21. False statements made by any candidate will be punishable under the terms of the law.

22. The list of accepted and rejected candidates, as well as the final ranking of all candidates, will be posted at The Rector's Office, Universidade de Lisboa, Alameda da Universidade, 1649-004 Lisboa, Portugal, and put up on the ULisboa webpage

www.ulisboa.pt. Candidates will also be notified by e-mail with receipt notice request, without conflict with the provisions within articles 110 to 114 of the Administrative Procedure Code (Código do Procedimento Administrativo).

23. Preliminary hearing: once notified, candidates will have 10 working days to pose any questions or remarks.

24. The present selection procedure is aimed solely at filling the position indicated in this Notice, and may be cancelled up to the moment when the list showing the final ranking of the candidates is approved. It will cease when the employment position has been filled.

25. Policy of non-discrimination and equal access: ULisboa actively pursues a policy of non-discrimination and equal access, which means that no candidate may be given special privileges, be benefitted or aggrieved, or deprived of any right by reason of ancestry, age, sex, sexual orientation, marital or family status, financial circumstances, educational attainment level, origin or social class, genetic assets, reduced ability to work, handicap, chronic illness, nationality, ethnic or racial origin, land of origin, language, religion, political or ideological convictions or union membership.

26. The celebration of the contract resulting of this selection procedure is subject to the acceptance of the associated costs as eligible for funding by the FCT, and to the signature of the respective addendum to the programme contract between the hiring institution and the FCT.