

ANNOUNCEMENT FOR THE OPENING OF AN INTERNATIONAL SELECTION TENDER PROCEDURE FOR THE HIRING OF ONE DOCTORATE UNDER THE LEGAL REGIME OF SCIENTIFIC EMPLOYMENT

CTTI-94/18 – CECS (1)

1. Doctor Rui Manuel Costa Vieira de Castro, Professor and Rector of Universidade do Minho, in the use of own competence, in accordance with the provisions of subsection d) of section 1 of article 92 of Law no. 62/2007, from 10 September and subsection d) of section 1 of article 37 of the Statutes of the University of Minho, approved by Normative Order no. 13/2017, published in the Diário da República, 2nd series, no. 183, of 21 of September, makes it known that, for a period of fifteen business days from the business day immediately after the date on which this announcement is publicized, an international selection tender is open for recruitment in the form of an uncertain term contract concluded under the Labour Code, of 1 (one) doctoral position for the exercise of scientific research activities in the scientific area of Communication Sciences, in the scope of the project *AUDIRE. Audio Repository: saving sonic-based memories*, Ref. CTTI-94/18-CECS(1) (www.audire.pt), co-financed by the European Regional Development Fund (ERDF), through the Operational Programme for Competitiveness and Internationalization (COMPETE 2020), under Portugal 2020, and by the *Fundação para a Ciência e a Tecnologia – FCT I.P.* (National Agency for Science and Technology) through national funds, with a view to the development of research activities, scientific dissemination and science management.

2. **Applicable Legislation:** This tender shall be governed by the Decree No. 57/2016, of 29th of August, amended by Law No. 57/2017 of 19 July, which approved a regime of hiring of doctorates to stimulate scientific and technological employment in all areas of knowledge (RJEC), by Labour Code, approved Law no. 7/2009, of February 12, under its current version and other applicable laws and regulations.

3. **Place of Work:** The place of work is located at Communication and Society Research Centre / Institute of Social Sciences, University of Minho, Campus de Gualtar, in Braga.

4. **Monthly salary:** The remuneration to be attributed is that provided in the article 5 of Regulatory Decree No.11-A/2017, of December 29, corresponding to the remuneration level 33 of the TRU, of 2.128,34 Euros.

5. **Eligibility Criteria:** Any national, foreign and stateless candidate(s) who hold a doctoral degree in Communication Sciences or other related scientific area and holders of a scientific and professional curriculum whose profile is suitable with the indicated activity can submit their application.

5.1. General admission requirements are those defined in point 5. For the purpose of determining the profile appropriate to the activity to be developed, the following requirements are:

- a) Research experience in the area of sound culture and / or radio studies, preferably with regard to the field of the acoustic aesthetics;
- b) Fieldwork experience using recording methodologies and sound edition.
- c) Proficiency in English and Portuguese.

6. **Formalization of the applications:** The applications are formalized through an application addressed to the Rector of the University of Minho, under the terms defined in the attached template.

6.1. The application shall be accompanied by documents proving the conditions laid down in points 5 and 10:

- a) Copy of certificate or degree diploma;
- b) Detailed *curriculum vitae* (indicating the sound editing software known by the candidate) and structured according to the items in point 10;
- c) Proof of professional experience or specialised training which the candidate considers relevant, as well as training in English language;

- d) Document proving the proficiency in Portuguese, in case the candidate does not have Portuguese as the first language;
- e) Motivation letter;
- f) Letters of recommendation (2 maximum);
- g) Copy of the 2 (two) most relevant publications;
- h) Portfolio of the most relevant works of technique and / or artistic production in the sound effects area, as well as an explanatory document on the nature of the produced works and on the intervention / function the candidate performed during their execution;
- i) Other relevant documents for the evaluation of the qualification in related scientific area;
- j) Any other documents that the applicant considers relevant, namely for the assessment of the information referred to in section 2 of article 5 of the RJEC.

6.2. The candidates submit the application and supporting documents, in PDF format, obligatorily, by electronic means, to the address audire@ics.uminho.pt, in CC, madalena.oliveira@ics.uminho.pt, by the deadline for submission of applications defined in this notice, indicating in "Subject" the Ref. CTTI-94/18-CECS(1).

6.3. If the candidate intends to apply for more than one profile, he/she must present independent applications for each profile in the competition, under penalty of exclusion.

6.4. False statements provided by the candidates shall be punished by law.

7. **Members of the Jury:** The selection jury, approved at the meeting of the Scientific Council of 19/09/2018, has the following composition, according to article 13 of the RJEC:

- a) Chairman: Maria Madalena da Costa Oliveira, Associate Professor at the Department of Communication Sciences, Institute of Social Sciences of the University of Minho.
- b) Effective Member: Pedro José Ermida Figueiredo Fernandes Portela, Assistant Professor at the Department of Communication Sciences of the Institute of Social Sciences of the University of Minho.
- c) Effective Member: Luís António Martins dos Santos, Assistant Professor at the Department of Communication Sciences of the Institute of Social Sciences of the University of Minho.
- d) Substitute Member: Alberto Manuel Teixeira de Sá, Assistant Professor at the Department of Communication Sciences of the Institute of Social Sciences of the University of Minho.
- e) Substitute Member: Fábio Fonseca Ribeiro, Invited Professor at the School of Human and Social Sciences of the University of Trás-os-Montes e Alto Douro.

8. **Rules of operation of the Jury:** The jury shall deliberate by means of a nominal vote based on the selection criteria adopted and published, and abstentions shall not be allowed.

8.1. The jury meetings will be documented in written minutes, containing a summary of what has taken place, as well as the votes cast by each of the members and their reasons, being provided to the candidates whenever requested.

9. **Admission and exclusion:** Candidates who formalize their application incorrectly or who do not prove the admission requirements required in points 5 and 5.1 are excluded from admission to the competition of this invitation to tender. The jury has the power to require any candidate, in case of doubt, to present documents proving their statements.

9.1. The exclusion decision shall be notified to the applicants by email for preliminary hearing to the interested parties.

9.2. After the deadline for the exercise of the right of hearing of the interested parties, the jury appreciates the allegations offered and, if it maintains the exclusion decision, notifies the excluded candidates by email with delivery receipt, beginning the application of the selection methods to admitted candidates.

10. **Method and evaluation criteria:** The selection method combines the Scientific and Curricular Trajectory Assessment (APCC) (75%) and an Interview (ENT) (25%).

10.1. The evaluation of the scientific and curricular trajectory focuses on relevance, quality and timeliness:

- a) Of the scientific and technological production of the last five years considered more relevant by the candidate;
- b) From applied or practice-based research activities developed over the last five years and considered to be of greatest impact by the candidate;
- c) The activities of extension and dissemination of knowledge developed in the last five years, namely in the context of the promotion of culture and scientific practices considered by the candidate to be more relevant;
- d) From the activities of managing science, technology and innovation programs, or the experience in observation and monitoring the scientific and technological system or the high education in Portugal or abroad.

10.2. The period of five years referred to in the preceding paragraph may be increased by the jury, at the request of the candidate, when justified on grounds of suspension of scientific activity for socially protected reasons, namely for reasons of parental leave, prolonged serious illness, and other situations of unavailability for work legally protected.

10.3. **Scientific and Curricular Trajectory Assessment (APCC):** The following parameters and evaluation criteria are considered: HA - Academic Qualifications; PC - Scientific and Technological Production; AI - Research, Extension and Management Activities; CM - Motivation Letter; RC – Scientific Summary. The final classification of the APCC is obtained by the following formula: **APCC = 0,2HA + 0,15PC + 0,15AI + 0,1CM + 0,4PF.**

HA evaluates the candidate's academic qualifications and his/her training area: PhD in Communication Sciences HA = 5 values; PhD in Cultural and / or Artistic Studies HA = 4 values; PhD in related fields, HA = up to 3 values.

PC corresponds to the evaluation of the scientific production of the last five years obtained by the formula $0,6PQ + 0,4PV$, corresponding PQ to the quantitative evaluation of publications in the field of preference (PQ = up to 5 values) and PV to the qualitative evaluation of the two main articles provided by the candidate (PV = up to 5 values).

AI corresponds to the evaluation of research, extension and management activities carried out in the last five years. This parameter includes: participation in R&D projects, services, and technology transfer; the experience of fieldwork using sound recording and sound editing methodology; participation in activities of science management and dissemination of knowledge, including the organization of conferences and scientific cooperation activities; the orientation / coordination of masters, doctoral and postdoctoral dissertation: Activities in the subfield of science of the profile, AI = up to 5 values; activities in related subfields, AI = up to 4 values.

CM corresponds to the motivation letter describing the affinity of the candidate with the objectives and tasks of the project AUDIRE, as well as the relevance of his/her scientific trajectory to the team: CM = up to 5 values.

PF corresponds to the portfolio of works of artistic or technological production in the area of sound effects presented by the candidate on an online location with permanent link, indicated in an autonomous document explaining the catalogue of production. The portfolio is evaluated in terms of originality, technic quality and aesthetical expression: PF = up to 5 values.

- 10.4. The classification obtained in the Evaluation Parameters is expressed in the numerical scale of 0 to 5 values.
- 10.5. The classification of each candidate is obtained by the average of the classifications of each one of the elements of the jury. In the event of a tie, the decision of the tiebreaker shall rest with the chairman of the jury.
- 10.6. Candidates who obtain equal to or greater than 3,75 points in the Scientific and Curricular Trajectory Assessment (APCC) are admitted to Interview (ENT).
- 10.7. Candidates with an absolute merit score lower than the one provided in the previous point are considered immediately excluded.
- 10.8. For candidates with a score equal or greater than 3,75 points in the Scientific and Curricular Trajectory Assessment (APCC), the Interview (ENT) is meant to provide additional clarification and explanations on the curricular elements, as well as evaluating the candidate's profile of attitude and motivation.
- 10.9. At the 20-minute Interview (ENT), the following parameters and criteria will be applied: attitude and critical sense (ASC), candidate motivation (MTV) and global assessment (AG), represented in the formula **ENT = 0.3ASC + 0.5MTV + 0.2AG**, expressed on the numerical scale of 0 to 5 values.
- 10.10. Candidates who score less than 4 points in the weighted average between APCC (75%) and ENT (25%) will be excluded, which means that the position may only be awarded to candidates whose final grade is 4 or higher.
- 10.11. The classification of each candidate is obtained by the average of the classifications of each one of the members of the jury. In the event of a tie, the decision of the tiebreaker shall rest with the chairman of the jury.
11. **Order of candidates:** The order of the candidates must be based on the evaluation made according to the evaluation criteria contained in this announcement.
- 11.1. After completion of the application of the evaluation criteria, the jury will draw up an orderly list of successful candidates with their classification.
- 11.2. The final classification of the candidates is expressed in the numerical scale of 0 to 5 values, being the classification obtained through the weighted average.
12. **Participation of interested parties and decision:** The final ordering project is notified to the candidates, by email with receipt of delivery of the notification, to pronounce for the purpose of preliminary hearing to the interested parties, pursuant to article 121 and following of the Code of Administrative Procedure.
- 12.1. At the hearing of the interested parties, the jury appreciates the allegations offered and approves the final ordering list of the successful candidates. Within 90 days, from the deadline for submission of applications, the final decisions of the jury are given.
- 12.2. The final decision of the jury is approved by the Rector of the Universidade do Minho that also decides on the hiring.
13. **Publication of results:** The list of admitted and excluded candidates, as well as the final ranking list of the successful candidates are publicized on the University of Minho's website, and the candidates are notified by email with receipt of delivery of the notification.
14. The present tender is exclusively destined to fill the indicated vacancies and may be terminated until the homologation of the final ranking list of candidates and expires with the respective occupation of the jobs on offer.

15. The present announcement was approved by the jury of the tender at its meeting on 29-10-2018, according to the minutes of the meeting approved therein.

16. **Non-discrimination and equal access policy:** The University of Minho actively promotes a policy of non-discrimination and equal access, so that no candidate can be privileged, beneficiary, disadvantaged or private of any right or exemption from any duty owing, in particular, to ancestry, age, sex, sexual orientation, marital status, family status, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs and trade union membership.

16.1. Pursuant to section h) of article 9 of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunities for men and women in accessing employment and professional advancement, scrupulously any form of discrimination.

17. The selection of the candidates to be hired will be conditional, with the corresponding labour contracts being executed depending on the availability of the budget and corresponding funding under the aforementioned legislation and the regulations and rules established by the Foundation for Science and Technology (FCT).

The Rector, Professor Doctor Rui Vieira de Castro

ANNEX

APPLICATION

Dear Rector of Universidade do Minho

Name (...), birthdate (...), VAT N°. (...), identification card no. (...), address (...), Postal code (...), Mobile Phone no. (...), email address (...), literary abilities (...), hereby requests that you kindly accept my application for the international competition for recruitment in the form of an uncertain term contract under the Labor Code and Decree-Law No. 57/2016 of 29 August, as amended by Law no. 57/2017, of 19 July, of one doctoral positions in the scientific areas of Anthropology, Sociology or Cultural Studies, according to a notice published in the Diário da República no. __, 2nd series, of __/__/__, with Ref. CTTI-95/18-CECS(1).

Further declares that it agrees to receive by email the communications and notifications resulting from the present selection tender procedure.

Find attached the following documents: xxx

(Place and date)

(Signature)