

NOVA University of Lisbon

NOVA School of Science and Technology

Notice no. 7730/2024 published in *Diário da República*, 2nd series, no. 72, 11/04/2024

Deadline: 06/05/2024

Opening of an international selection procedure for the recruitment of a Research Assistant

Under the terms of Order no. 181/2023, of 04 January, by delegation of powers, the Director of the Faculty of Science and Technology of NOVA University Lisbon, Prof. Dr José Júlio Alves Alferes, hereby announces that, by order of 11/03/2024, is open for a period of 15 working days from the date of publication of this Notice in the *Diário da República*, an international call for tenders, with internal reference **Ass.Inv.1-DEEC**, for the recruitment of one Research Assistant, in the scientific area of Electrical and Computer Engineering, on an open-ended employment contract, under the terms of Regulation no. 393/2018, published in *Diário da República* no. 123, 2nd series of 28 June 2018, within the scope of the DS4Health - Digital Skills for Healthcare Transformation project, funded through the European Commission's DIGITAL Programme (ID - 101083563 - DS4Health - DIGITAL-2021-SKILLS-01), underway at the Faculty of Science and Technology of NOVA University of Lisbon.

In compliance with paragraph h) of Article 9 of the Constitution of the Portuguese Republic, the New University of Lisbon, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional advancement scrupulously ensuring to avoid any form of discrimination. In this sense, terms such as "candidate", "selected", "recruited", "hired", "author", "researcher", among others that refer to people applying for the competition, are not used in this Notice to refer to their gender.

I - Workplace

The place of work will be at the premises of the Faculty of Science and Technology of NOVA University of Lisbon, located on the *Caparica* Campus, in the Department of Electrical and Computer Engineering.

The employee will make all the journeys, in Portugal or abroad, inherent to their duties or necessary to carry out their activity.

II - Activities and function

- The Research Assistant carries out, develops and participates in the research activities assigned to the DEEC - FCT NOVA team, under the guidance of Prof Ricardo Luís Rosa Jardim Gonçalves. More specifically, the Research Assistant will be involved in the following activities:
- WP4 (Digital Skills, Training and Practical Experience (partnership industry/university)), namely in task T4.3 (Infrastructure for DS4Health practical training) in the development of the necessary infrastructures and integration of new e-learning technologies to support the courses.

- WP8 (Dissemination and communication, sustainability and Open Science) namely in task T8.2 (Design and implementation of communication tools) in identifying the appropriate communication tools and channels according to the needs and tasks of the different target groups and also the relevant communication materials.

III - Remuneration positioning:

In accordance with the salary table in Annex I of Regulation no. 393/2018 of 28 June, this tender procedure is open for salary position/level 6/30A, which corresponds to a full-time monthly salary of €2,132.32.

IV - Modality and duration

1. The opening of this tender procedure is intended for the selection of a doctoral candidate to carry out scientific research activities under an uncertain fixed-term employment contract, the basis of the contract being the performance of a specific, precisely defined and non-durable service, the contract being compulsorily financed regardless of its origin;
2. The unfixed-term contract will last for the time necessary to carry out the project, 36 months, or for as long as the respective justification persists, but may not exceed the maximum limit of 6 years, as provided for in article 6(3) of Decree-Law no. 57/2016 of 29 August.

V - Candidates Admission Criteria

1. The competition is open to national, foreign and stateless candidates aged 18 or over who hold a Master's degree in the scientific area of the competition;
2. Applicants for the competition who hold qualifications obtained abroad must provide proof of the recognition, equivalence or registration of the degree, under the terms of the applicable legislation. This formality must be fulfilled by the date the contract is signed.

VI - Application Instruction

1. The application must be completed by filling in the respective application form, which is available at <https://www.fct.unl.pt/en/faculdade/concursos/investigadores>.
2. The application process must be instructed with the documentation in Portuguese or English.
3. The application should be submitted by e-mail, containing the following documents:
 - a) Certificate attesting to a Master degree in scientific area related to the procedure;
 - b) Updated curriculum vitae;
 - c) Motivation letter;
 - d) Declaration, under oath, that if the jury chooses to request the documentation indicated in the previous items or any other scientific documentation cited in the candidate's curriculum vitae, it will be delivered within 10 working days;

- e) Other documents that the candidates may find relevant for the analysis of their application.
4. If a member of the jury is not fluent in Portuguese, the documents for the candidates' prior hearing and complaints are necessarily presented in English that will be assessed by the jury.

VII - Presentation of the application

1. The application documents must be submitted by the 15th working day counted from the day following the publication of the Notice in the *Diário da República*.
2. Candidates must submit their application documents, in a single file in PDF format, by e-mail to the following address: div.rh.recrutamento@fct.unl.pt, indicating in the subject the internal reference **Ass.Inv.1-DEEC**.

VIII - Evaluation parameters

1. Applications will be evaluated by a jury and will follow the procedure laid down in Article 37(1) of Decree-Law no. 124/99 approving the Statute of the Scientific Research Career and in Regulation no. 393/2018 published in *Diário da República* no. 123, 2nd Series of 28 June.
2. The selection of the Research Assistant to be hired will be carried out through an assessment of their scientific and curricular background, complemented by an interview, under the terms of Article 37 of Decree-Law no. 124/99, of 20 April, which approves the Statute of the Scientific Research Career and Regulation no. 393/2018, published in *Diário da República* no. 123, 2nd Series of 28 June 2018, with the following weighting being considered:

- Evaluation of the Scientific and Curricular Pathway (APCC) - 85%

- a. Master's degree area relevant to the project **(10%)**;
- b. Participation in international research projects, namely in areas relevant to e-learning solutions, media management, digital marketing and technical-pedagogical tools **(25%)**;
- c. Experience in producing and monitoring online courses and conducting workshops for teachers and non-teachers **(15%)**;
- d. Expertise in advancing educational initiatives through innovative, technology-driven approaches **(15%)**;
- e. Ability to coordinate, plan and lead teams **(10%)**;
- f. Scientific production and participation in peer-reviewed international scientific events **(10%)**;
- g. Knowledge and/or experience in organising dissemination and communication events **(10%)**;
- h. Good fluency in English (written and spoken) **(10%)**.

- Professional Selection Interview (EPS) - 15%

The purpose of the interview is to obtain clarification or explanation of the elements contained in the candidates' Curriculum Vitae.

IX - Reasons for admission and exclusion

1. The following are grounds for exclusion from the competition:
 - a) Failure to fulfil the requirements referred to in point V;
 - b) Failure to submit the documents required in points a) to (d) of paragraph 3 of point VI, or submitting them in an illegible or invalid format.
 - c) Incorrectly formalizing of the application.
2. The jury will decide on the admissibility of candidates to the competition, in accordance with the established requirements;
3. The members of the jury will make a justified proposal for each candidate.

X- Notifications and Hearing of Interested Parties

1. A prior hearing shall be held, under the terms of the Administrative Procedure Code, for those candidates who have been rejected, and of candidates who have been placed on the ranking list of the candidates who cannot be filled for the position in the competition. All candidates shall be notified of the ratification of the jury's final decision;
2. Notifications shall be made by email;
3. The tender dossier may be consulted by the candidates, in the Human Resources Division of FCT NOVA, under the terms indicated in the above-mentioned notification.

XI - Jury Composition

President:

Doctor Ricardo Luís Rosa Jardim Gonçalves, Full Professor of Faculty of Science and Technology of NOVA University of Lisbon.

Efective Members:

Doctor Ricardo Luís Rosa Jardim Gonçalves, Full Professor of Faculty of Science and Technology of NOVA University of Lisbon;

Doctor João Francisco Alves Martins, Full Professor of Faculty of Science and Technology of NOVA University of Lisbon;

Doctor Maria Helena Silva Fino, Associate Professor of Faculty of Science and Technology of NOVA University of Lisbon.

Substitute members

Doctor Filipa Alexandra Moreira Ferrada, Assistant Professor of Faculty of Science and Technology of NOVA University of Lisbon.

XII - Non-Discrimination and Equal Access Policy

1. FCT NOVA actively promotes a policy of non-discrimination and equal access, whereby no candidate may be favoured, disadvantaged or deprived of any duty on the grounds of ancestry, age, gender, disability, sexual orientation, chronic illness, nationality, ethnic origin or race, religion or political convictions.
2. Under the terms of Decree-Law no. 29/2001, of 3 February, disabled candidates have preference in equal ranking, which takes precedence over any other legal preference. Candidates must declare on the application form, on their honour, their degree of disability, the type of disability and the means of communication/expression to be used in the selection process, under the terms of the aforementioned law.

XIII. Data Protection

In accordance with the RGPD - General Data Protection Regulation, the data collected will be processed exclusively for the processing of the application.

And for the record, this notice is published.

NOVA School of Sciences and Technology, Prof. Doctor José Alferes, Dean