

ISCTE – Instituto Universitário de Lisboa

Opening of international selection tender procedure for the hiring of a person with a doctoral degree for research project PTDC/SOC-SOC/29117/2017, pursuant to Decree-Law number 57/2016, of 29 August, amended by Law number 57/2017, of 19 July.

Public notice - Maria de Lurdes Reis Rodrigues, Rector of ISCTE-IUL, hereby makes public that, by virtue of her order issued on 12 December 2018, an international selection tender for recruitment is opened, for the time limit of 15 business days counted from the day immediately after that of the publication of the present public notice. This recruitment is for one (1) doctoral position, initial level, to conduct research activities in the scientific area of Social Science, at the Centre for Research and Studies in Sociology of ISCTE-IUL (CIES-IUL), in the context of the Project with reference PTDC/SOC-SOC/29117/2017, funded by Fundação para a Ciência e a Tecnologia, I.P. (FCT), through national funds, under Project 3599 - Promote Scientific Production, Technological Development and Innovation.

The opening of the present tender procedure stems from the FCT's decision to fund the project entitled "Ecos biográficos: triangulação no estudo dos percursos de vida" [Biographical echoes: triangulation in the study of life courses] (reference PTDC/SOC-SOC/29117/2017), submitted by CIES-IUL.

Pursuant to article 6 of Decree-Law number 57/2016, the hiring is made in the form of a resolutive employment contract of indeterminate duration in conformity with the Labour Code. The tender is aimed exclusively at filling the indicated position, and can be cancelled up to the homologation of the list of the final ordering of the applicants and expires upon the filling of the vacancy under offer.

#### I. Applicable legislation

1. The tender is ruled by the provisions in Decree-Law number 57/2016, of 29 August, as amended by Law number 57/2017, of 19 July, which approves an arrangement for hiring persons with doctoral degrees aimed at stimulating scientific and technological employment in all areas of knowledge (RJEC), by Regulatory Decree number 11-A/2017, of 29 December, which regulates contract remuneration levels, as well as by the Labour Code, approved by Law number 7/2009, of 12 February, in its current wording.

2. The tender is open pursuant to article 20 of the RJEC, in observance of the Term of Acceptance concluded between FCT and ISCTE - Instituto Universitário de Lisboa (ISCTE-IUL).

#### II. Workplace

The workplace is located at ISCTE-Instituto Universitário de Lisboa, Avenida das Forças Armadas, 1649-026 Lisboa.

### III. Remuneration

The monthly remuneration to be attributed corresponds to level 33 of the single remuneration table, approved by Implementing Order number 1553-C/2008, of 31 December, at the gross value of 2,128.34 euros.

### IV. Description of the position

This position seeks to foster the development of scientific research activities in the thematic area of biographical research. Its particular objective is the performance of the following duties: a) Research and review of the reference scientific literature for the project; b) collaboration in the construction of the analytical model and methodological device; c) participation in all stages of the biographical interviews: selection, conduct and transcription; d) thematic and holistic content analysis of the interviews; e) conduct of biographical workshops; f) collaboration in the preparation of reports and scientific articles; g) support to project planning, management and monitoring actions; h) activities related to presentation and dissemination of results.

### V. Recruitment requirements for the tender

1. Applicants can be nationals, foreigners and stateless persons holding a doctoral degree and with a scientific and professional curriculum that reveals a profile suited to the activity to be developed.

2. The following are requirements for admission to this tender:

a) Doctoral degree in the area of Social Science. If the doctorate has been awarded by a foreign higher education institution, it must comply with the provisions in Decree-Law number 341/2007, of 12 October.

b) Fluency in Portuguese (spoken and written), English (spoken and written) and French (reading).

c) Confirmed research experience in the topic of the tender.

3. Proven research experience in the topic of the tender is appraised according to the following parameters: a) research experience in biographical research (use of biographical methods and/or life course analysis) b) knowledge and experience of use of qualitative methods of life course (construction of scripts, conduct of interviews, transcription and editing of interviews, use of visual methods, collection of autobiographical narratives); c) knowledge and experience in content analysis, namely using software like MaxQda.

### VI. Formalisation of the application

1. The applications are formalised by a request addressed to the Rector of ISCTE-IUL, asking for the acceptance of the application, which should indicate the tender being applied for, clearly naming the Centre for Research and Studies in Sociology (CIES-IUL) and the position for which the applicant is applying, identification of the applicant with full name, number and date of the identity card or citizen card, or civil

identification number, date of birth, residence and contact address, including electronic address and telephone number. In this request, the applicant should express consent for the communications and notifications related to the tender procedure to take place via electronic mail, indicating the respective address (as per the template available at <https://www.iscte-iul.pt/conteudos/iscte-iul/quem-somos/trabalhar-no-iscte-iul/990/concursos>).

2. The application should be accompanied by the following documentation:

a) Document confirming the title of doctoral degree. Holders of a doctoral degree obtained abroad must submit documentation confirming its recognition by a Portuguese higher education institution, pursuant to Decree-Law number 341/2007, of 12 October, where any formalities stipulated therein should be complied with by the date of formalisation of the contract.

b) A copy in electronic format (pdf) of the applicant's detailed curriculum vitae, structured in accordance with the assessment criteria presented in the public notice.

3. The applications can be presented in Portuguese or English and should be submitted in person at the Unit of Human Resources, during normal business hours, or sent via electronic means to the address [recrutamento@iscte-iul.pt](mailto:recrutamento@iscte-iul.pt) with the following reference in the Subject – "Concurso Doutorado/a ECOS", by the deadline established in this public notice.

4. Applicants who formalise their application incorrectly or who do not provide evidence of meeting the requirements will be excluded. The selection panel is entitled to request any applicant, in the case of doubt, to submit documents confirming her/his statements.

5. False statements provided by the applicants will be punished pursuant to the law.

#### VII. Selection criteria

1. Pursuant to article 5 of Decree-Law number 57/2016, the selection is conducted by the assessment of the scientific and curricular track record of the applicants.

2. The assessment of the scientific and curricular track record is incident on the relevance, quality and up-to-dateness of the scientific contributions of the applicants in the area referred to in point V, considering:

a) The scientific production of the last five years deemed to be most relevant by the applicant and associated to the topic of the tender;

b) The research activities developed in the last five years deemed to be of most impact by the applicant and associated to the topic of the tender;

c) The activities related to outreach and dissemination of knowledge developed in the last five years, namely concerning promotion of scientific culture and practices, deemed to be of most relevance by the applicant and associated to the topic of the tender.

3. The period of five years referred to in the previous number can be increased by the selection panel, at the applicant's request, when substantiated by suspension of scientific activity for socially protected reasons, namely due to motives of parental leave, prolonged serious illness, and other situations of non-availability for legally supervised work.

#### VIII. Selection methods

1. The selection methods used will be curricular assessment and an interview.

2. The adopted curricular assessment criteria are as follows:

a) Scientific production in the last five years in the topic of the tender (30%). The assessment of this criterion will consider scientific publications - articles in indexed scientific journals, books, chapters in books, working papers with scientific review and records of scientific gatherings - papers at conferences, organisation of national or international scientific events, and awards.

b) Research activities in the last five years in the topic of the tender (40%). The assessment of this criterion will consider participation and/or leadership of research projects, and participation in networks and partnerships (national and international).

c) Activities related to outreach, disseminating knowledge developed in the last five years in the topic of the tender (30 %), namely promotion and monitoring of scientific culture and practices and disclosure of knowledge and research results to society, for academic and non-academic audiences.

3 - The selection panel will conduct the curricular assessment of the applicants in accordance with the adopted criteria, using a scale of integers from 0 to 100, with the final classification being obtained by the average of the scores attributed by each member of the selection panel.

#### IX. Professional Selection Interview

1. After the curricular assessment, the applicants ranked in the top four places will follow on to the interview method of selection, with all the other applicants considered excluded from the tender.

2. The Professional Selection Interview (EPS) consists of a presentation made by the applicant to the selection panel on her/his research experience. Then, the selection panel will pose a series of questions to be elucidated by the applicant on this presentation and other relevant issues.

3. The assessment of the Professional Selection Interview is expressed on a numeric scale of 0 to 100.

4. The classification of each applicant is obtained by the average of the scores given by each member of the selection panel.

#### X. Final ordering

The final order of the applicants admitted to the Professional Selection Interview will rank the final classification (CF), which in turn is derived from the weighted average of the assessments obtained in the different selection methods, with a weighting factor of 90% given to the Curricular Assessment (AC) and 10% to the Professional Selection Interview (EPS), according to the following formula:  $CF = 90\% AC + 10\% EPS$ .

#### XI. Hearing of interested parties

1. The interested parties are entitled to a hearing on the lists of recruited and excluded applicants as well as the list of final classification and ordering of the applicants, pursuant to articles 121 and 122 of the Code of Administrative Procedure, with notification of the interested parties by electronic mail message and publicising on the ISCTE-IUL website.

2. The tender process can be consulted by the applicants at the Human Resources Unit, under the terms indicated in the notification referred to in the previous point.

#### XII. Constitution of the selection panel

In conformity with article 13 of Decree-Law number 57/2016, the selection panel is composed of Dr Ana Caetano, Invited Assistant Professor at ISCTE-IUL and Principal Investigator of the project, who chairs, by Dr Pedro Abrantes, Assistant Professor at Universidade Aberta, by Dr Magda Nico, Invited Assistant Professor at ISCTE-IUL and Co-Principal Investigator of the project, and by Dr Nuno de Almeida Alves, Director of the Department of Social Research Methods and Assistant Professor at ISCTE-IUL.

#### XIII - Non-discrimination and equal opportunity policy

ISCTE-IUL actively promotes a policy of non-discrimination and equal access; therefore, no applicant can be privileged to, benefited from or deprived of any right or exempt from any duty, in particular due to ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic assets, reduced work capacity, disability, chronic disease, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and union membership.

XIV. Pursuant to Decree-Law number 29/2001, of 3 February, a disabled applicant has preference in the event of the same classification as another applicant, which prevails over any other legal preference. Applicants must submit a sworn statement in the application form on their level of disability, type of disability and means of communication/expressions to be used in the selection process, under the terms of the aforesaid diploma.

ISCTE-IUL, 12 December 2018, The Rector, Maria de Lurdes Rodrigues