

NOTICE OF OPENING OF AN INTERNATIONAL SELECTION PROCEDURE FOR THE HIRING OF 1 (ONE) ASSISTANT RESEARCHER

The Institute of Public Health of the University of Porto (ISPUP) is opening an international selection procedure under the Institutional Support Selection Procedure – Associated Laboratories to hire an Assistant Researcher for research activities in the scientific field of Public Health Sciences. The position will be a permanent employment contract following the National Labor Code. This hiring is conducted under the framework agreed with the Foundation for Science and Technology (Contrato-Programa) to support activities included in the strategic plan of the associated Laboratory for Integrative and Translational Research in Population Health (ITR) (Ref. CEECINSTLA/00007/2022).

Application deadline: October 07th to November 18th, 2024

1. Scientific area(s)

Public Health

2. Applicable legislation

Scientific Employment Regulation (REC), Regulation No. 607-A/2017, published in the 2nd series of Diário da República on November 22, 2017, in its current version; and the Labor Code approved by Law No. 7/2009, of February 12, in its current version.

3. Admission requirements

National, international, and stateless candidates who hold a doctorate in Public Health and hold a scientific and professional curriculum that reveals

experience and a profile appropriate to the activity to be developed are eligible to apply. Specifically, the candidate must have:

- a) PhD in Public Health;
- b) Professional trajectory in the epidemiology of communicable diseases;
- c) Previous experience in managing research projects involving different stakeholders spanning the public policy cycle;
- d) Experience in training and mentoring master's and doctoral students;

If the doctorate has been awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution following the provisions of Article 25 of Decree-Law / no. 66/2018, of 16 August, which approves the legal regime for the recognition of academic degrees and diplomas of Higher Education awarded by foreign higher education institutions and point e) of paragraph 2 of article 4 of Decree-Law no. 60/2018 of 3 of August, and any formalities established therein must be fulfilled by the date of the contract.

4. Functions

This hiring aims at carrying out research, development and innovation activities as well as other scientific and technical activities aligned with the institution's mission, including:

- a) Participating in the design, development, and management of research, development and innovation projects and related technical-scientific activities;
- b) Overseeing the research work conducted by scholarship holders, interns, and research assistants;
- c) Participating in training programs within the institution;
- d) Supervising students at different career levels, namely undergraduates, master's students and PhD candidates;

- e) To perform the duties for which they have been elected or appointed in the institution's bodies.

5. Workplace

The workplace is located at the Institute of Public Health of the University of Porto (ISPUP) – Rua das Taipas 135, 4050-600 Porto.

6. Salary

The gross monthly base salary is equivalent to the 1st salary position of the Assistant Researcher category – index 195: €3427,59 (three thousand four hundred and twenty-seven euros and fifty-nine cents), plus meal, holidays, and Christmas supplements, under an exclusivity regime.

7. Selection Methods

The evaluation includes a document review [Curriculum Vitae (70%) and Work Plan (30%)] and, when necessary, an interview. The panel may conduct an interview to clarify aspects related to the candidate's research results. If none of the candidates demonstrate the necessary profile to conduct the work plan, the panel reserves the right not to award the position.

7.1 Document review (0 to 20 points)

a. Evaluation of Scientific and Academic Record, accounting for 70% of the Document Review (0 to 20 points)

The evaluation of the scientific and academic record, considering the appropriate profile for the role described in this application, will focus on the relevance, quality, and timeliness of the following aspects:

- a) Record of international publications in peer-reviewed journals, evaluated in terms of quantity, quality, and relevance to current public health issues, with a particular emphasis on sexually transmitted infections and a focus on populations living in more vulnerable conditions (25%);
- b) Participation in national and international research projects in the field of sexually transmitted infections, either as Principal Investigator or Team Member (25%);
- c) Experience in the planning and execution of community-based participatory epidemiological research projects (20%);
- d) Experience in producing evidence to be directly applied to the health policy cycle (15%);
- e) Experience in training and supervising Master's and PhD Students (15%).

b. Work Plan, accounting for 30% of the Document Review (0 to 20 points)

The candidate must outline the research plan he/she intend to carry out over the next five years, putting into context the strategies proposed in both the scientific area and in cooperation with society. The following criteria must be considered and weighted according to the requirements of the position corresponding to the category in this selection process:

- a) Alignment of the Research Plan and Scientific Objectives with the institution's mission (20%);
- b) Plan for participation in Research and Development Projects, with an emphasis on participatory methodologies (20%);
- c) Strategy to apply for National and international research funding (20%);

- d) Planned participation in training and educational programs within the institution, including supervision of junior researchers, interns, and research assistants (20%);
- e) Plan for society-oriented activities (20%).

7.2 Interview (0 to 20 points)

If an interview is conducted, the three candidates scoring the highest in the evaluation of their scientific and academic record will be selected. The panel will assess the following aspects:

- a) Quality of the career plan and alignment with the institution's goals and structures (25%);
- b) Professional competencies to execute the work plan (25%);
- c) Leadership competencies, namely to build a research team (20%);
- d) Communication skills (15%);
- e) Professional attitude (15%).

Failure to attend the interview phase of the selection process, if applicable, will be considered a withdrawal from the selection process, and the candidate(s) will be excluded.

8. Scoring of Selection Methods

Each panel member evaluates the candidates' scientific and academic record and work plan on a scale of 0 to 20 points, with the score being determined by the weighting defined in the assessment criteria.

The evaluation of the second selection method (interview) is also expressed on a scale of 0 to 20 points, with the score determined by the weighting of the assessed criteria.

The selected candidate must score at least 10 points (half of the total score) in both the document review and the interview, if applicable.

- a) When only document review is used for evaluation, the final score (F) will be calculated as follows:

$$F = [(\text{Document Review} = 0.7 * \text{Scientific and Academic Record} + 0.3 * \text{Work Plan})]$$

- b) When both the document review and the interview are used for evaluation, the final score will be calculated as:

$$F = [(\text{Document Review} = 0.7 * \text{Scientific and Academic Record} + 0.3 * \text{Work Plan}) * 0.7 + (\text{Interview}) * 0.3]$$

9. Composition of the jury

President – Henrique Barros (ISPUP, Portugal)

Effective member – Bruno Spire (Université Marseille, France)

Effective member – Landon Myer (University of Cape Town, South Africa)

Effective member – Sónia Dias (ESP - Universidade Lisboa, Portugal)

Effective member – Sílvia Fraga (ISPUP, Portugal)

10. Formalization of applications

Applications are formalized, **mandatorily**, through email to the address candidaturas@ispup.up.pt, with the ref. " **Assistant Researcher_LA2024**" in the subject.

10.1 The application must be submitted in English and should include the following documents:

- a) Letter of motivation, in which the candidate must, in addition to addressing the minimum requirements, explain the motivation for conducting scientific research, reasons for applying for this position, and how her/his academic profile and previous experience align with this position;

- b) Curriculum Vitae, with the indication of full name and contact information;
- c) Copy of the supporting documents of all the degrees obtained by the candidate (including doctorate), with the final classification obtained and the respective academic degree recognition by a Portuguese higher education institution (if applicable). The degree recognition must be duly proven until the act of hiring. If the recognition of the degree is under review, proof of the request should be submitted;
- d) Other documents that the applicant justifies as relevant for the examination of his/her application (if applicable).

10.2 Applications must be submitted by November 18th, 2024.

10.3 Failure to comply with the deadline for submission, failure to submit or submission of the documents referred to in point 10.1 (a) after the application submission deadline will lead to the exclusion of the application. The exclusion decision is notified to the candidates in the final minutes by e-mail to hold the hearing of the interested parties.

10.4 The jury may, whenever deemed necessary, request that the candidates submit additional documents supporting the information provided in their curriculum, specifying a deadline for submission.

10.5 False statements made by candidates will be punished following the law.

11. Form of advertising/notification of results

- a) The minutes(s) regarding the phase(s) of evaluation of the applications will be sent via email to the address provided by the candidates in their Curriculum Vitae.

- b) Prior hearing and deadline for the final decision: under Article 121 of the Code of Administrative Procedure, after being notified, candidates have ten working days to appeal.

12. In case of withdrawal of the candidate ranked first, the Institute retains the right to call the second highest ranking candidate and so on until the vacancy is filled.

13. Duration of the contract

This contract is expected to begin on December 1st 2024 and is a permanent contract, subject to budget availability.

14. Non-discrimination and equal access policy

ISPUP actively promotes a policy of non-discrimination and equal access so that no candidate can be privileged, benefited, harmed or deprived of any right or exempted from any duty due to, in particular, ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, the territory of origin, language, religion, political or ideological beliefs and trade union membership.

15. Privacy and data protection policy

ISPUP is committed to complying with personal data protection legislation to protect the data and privacy of employees, students, and partners. As the controller, ISPUP undertakes to process all data collected in the application process following the procedures defined in the data protection legislation and per the stipulations of the Privacy Policy.