

Public Notice
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This is an international application procedure and follows the guidelines stated in the ECPDESP Polytechnic Teacher Career Statutes and the Polytechnic Teacher Application Regulation of the IPC approved by Law nº 9208/2010, published in *Diário da República*, 2nd series, nº 104, of the 28th of May of 2010, declares open the international competition, for a period of 30 business days, from the day this notice is published in *Diário da República*, under a long term contract, for the position of 2 (two) Assistant Professors in the Scientific Area of Dietetic and Nutrition in Coimbra Health School.

1 – Workplace – *Escola Superior de Tecnologia da Saúde de Coimbra* - Coimbra Health School.

2 – Salary and functions – General functions of university level teachers are defined in art. 2º-A of the ECPDESP and all functional contentes of this category of teachers are the ones defined in art. 3º, nº 4, of the ECPDESP. To the category of Assistant Professor corresponds the remuneratory position published in Decree-Law nº 408/89, of 18 of November with the new amendment introduced by Decree-Law nº 76/96 of 18 of June and by Decree-Law nº212/97 of 16 of August.

3 – Validity of the application – This application procedure is valid for the positions published.

4 – Requirement of admission:

4.1 – General Requirements - In accordance with the mentioned Statutes, the application procedure has the following requirements according to article 17º of General Law for Public Workers, approved by Law nº 35/2014 of 20 of june:

- a. Has completed the minimum age of 18,
- b. Allowed to work in public services,
- c. All vaccines recommended by law,

4.2 – Specific Requirements – Applications follow the requirements according to article 17º of ECPDESP, applicants must have a Doctorate – PH.D or any other specialising title in this area. Candidates with academic titles from other countries must prove these academic titles in terms of the portuguese law.

4.2.1. The scientific area of this application procedure is Nutrition Sciences.

5 – Outline, deadline and language of the application - The applicants have to submit the following documentation in paper, through registered mail to the address *Instituto Politécnico de Coimbra, Av. Dr. Marnoco e Sousa, nº 30, 3000-271 Coimbra* or delivered personally in the same address – from 09h00 to 13h00 and 14h00 to 18h00, until the established deadline. All documents required must be in portuguese or english.

6 – Instructions.

6.1. The application must be presented with correct application form addressed to the President of the *Instituto Politécnico de Coimbra*, with the following information – full name, parents name, date and date of birth, number and date of identity card, address, telephone number, email, personal status, academic degrees and final mark, professional category, number of application procedure, edital number with reference of the date of

publication in *Diário da República*, such as all documents required for the application procedure.

- a. Photocopy of identity card or citizen card or other identification card valid in the EU – passport.
- b. Photocopy of portuguese tax-contributor card,
- c. Six copies of the *Curriculum Vitae* and these must include date and applicants signature.
- d. Six copies of the application form specifically for this procedure.
- e. A written declaration of the candidate which insures that he is not under any prohibition to develop public services or having any physical or psychological problems that might directly affect his teaching functions and has all vaccines recommended by law.
- f. DVD with a digitalized copy of the application form and documents required.

6.3. – The *Curriculum Vitae* must include:

- a. Full name of the applicant.
- b. Contact, address, telephone number and email.
- c. Copy of all required documents that insures applicants information according to point 4.2 of the present Notice.
- d. Contextualized and detailed description of all curricular elements must be organized following the recommended structure on the application form.

6.4. – The Application Form is available in the official web page of *Escola Superior de Tecnologia da Saúde de Coimbra* – Coimbra Health School and *Instituto Politécnico de Coimbra*. This application must have all curricular elements identified and necessary documents attached.

6.5 – Not presenting any of the required documentation by the candidate might imply the non valuation of these missing elements.

6.6 – Candidates that already work in *Instituto Politécnico de Coimbra* are exempt to present the required documentation because they already exist in their individual process. These candidates must write this information on the application form.

8 - Evaluation Criteria of the candidates.

8.1. Applicants evaluation will follow regulation article 26^o dispatch 9208/2010 of 28 of May (Polytechnic Teacher Application Regulation of the IPC),

8.2. Evaluation indicators are available in the document Evaluation Criteria and Methodology of the Applicants, available in Coimbra Health School web page – *Escola Superior de Tecnologia da Saúde* and *Instituto Politécnico de Coimbra*.

9 – Evaluation and final mark.

9.1 - Each member of the jury conducts its evaluation, scoring each applicant on each criteria on a scale of 0 to 100 points. Applicants with less than 50 points will not be considered and applicants with 50 points or more are approved.

9.2 - The weightings of criteria and indicators are shown in the site of the school both *Escola Superior da Tecnologia da Saúde* and *Instituto Politécnico de Coimbra*.

9.3 – Both lists of applicants are published and applicants are informed, according to the Portuguese Administrative Code .

9.4 - Applicants will be notified of the final decision of the jury.

9.5 – Applicants notification: This notification respects the following order:

- a) E-mail;
- b) Oficial notice;
- c) Personal notification;
- d) Notice published in *Diário da República*, 2nd series, informing about its public availability in *Escola Superior de Tecnologia da Saúde de Coimbra* and web page.

11 – Restitution of documents:

11.1 – Documents presented by the applicants which application process has been impugned will only have the documents after a final and legal decision.

11.2 – All documents presented may return to the applicants after one year, if applicants require.

12 – Identification of the Jury – Jury members have been nominated in dispatch nº 12789/2016 and published in *Diário da República*, 2nd series, nº 204, of 24.10.2016:

President: *Professor Doutor Jorge Manuel dos Santos Conde*, Coordinator Professor of the Coimbra Health School – Polytechnic School of Coimbra.

Effective judges:

Professor Doutor Lino Jorge de Jesus Mendes, Coordinator of Lisbon Health School – Polytechnic School of Lisbon.

Professor Doutor Carlos Fernando Santiago Neto Brandão, Coordinator Professor of Tourism School of Estoril.

Professora Doutora Paula Cristina Silva Albuquerque, Coordinator Professor of the of Lisbon Health School – Polytechnic School of Lisbon.

Professor Doutor Jorge Manuel Amado Apóstolo, Coordinator Professor the Nursing School of Coimbra.

Professora Doutora Ana Maria da Conceição Ferreira, Coordinator Professor of the Coimbra Health School – Polytechnic School of Coimbra.

Substitute judges:

Professora Doutora Ana Cristina Tavares Paixão dos Santos Girão, Coordinator Professor of the Coimbra Health School – Polytechnic School of Coimbra.

Professor Doutor Paulo Jorge Rodrigues Isabel, Coordinator Professor of the Coimbra Health School – Polytechnic School of Coimbra.

The President of the Polytechnic School of Coimbra, Rui Jorge da Silva Antunes.