

Public Notice

It is made known that, by order No. 33/R/2016, of the Rector of the University of Madeira, dated May 04, 2016, and for the period of thirty working days, counted immediately from the date this Public Notice is published in the *Diário da República*, a qualification based competition is open for one vacancy for Assistant Professor in the Field of Civil Engineering – Speciality Construction, of the Faculty of Exact Sciences and Engineering, as determined by articles 37 to 51 of the University Faculty Statutes (*Estatuto da Carreira Docente Universitária (ECDU)*), republished in an annexe to Decree-Law No. 205/2009 of August 31, further legislation in force, and in accordance with the Regulation for Recruitment, Selection and Hiring of Faculty Staff of the University of Madeira, Regulation No. 268/2014, published in the *Diário da República*, 2nd Series, No. 122, of June 27, 2014.

This competition will be entered (registered) at the Public Employment Listing (BEP (*Bolsa de Emprego Público*)), within the period of two working days after it is published in the *Diário da República*, as determined by Decree-Law No. 78/2003, of April 23.

The joint order No. 373/2000, of March 31, of the Minister of State Reform and Public Administration and the Minister for Equality made compulsory the inclusion of the following reference in all civil service recruitment procedure notices: “In compliance with subparagraph h) of article 9 of the Constitution, the Public Administration, as the employing entity, actively promotes a policy of equality of opportunities between men and women in access to employment and professional development, scrupulously providing for the prevention of any form of discrimination.”

I — Admission requirements:

1 — In conformity with the established in article 41-A° of the ECDU — Decree-Law No. 205/2009 of August 31, those holding a licentiate or master's degree in Civil Engineering who also are holders of a Doctoral Degree in Civil Engineering may apply to the competition.

1.1. Doctorate degrees awarded by a foreign higher education institution have to be acknowledged in Portugal, pursuant to applicable law.

2 — The candidates must meet the general requirements provided for in Law No. 35/2014, of June 20, namely:

- a) Non-inhibition to carry out public duties or the non-interdiction of carrying out those he/she proposes to perform;
- b) Physical strength and psychological profile required for the exercise of functions;
- c) Compliance with mandatory vaccination laws.

3 — The employment contract of indefinite duration to the competition now open has a trial period of five years, pursuant to paragraph 1 of Article 25 of the ECDU.



II — Profile for which this position is open: the vacancy is for the profile: Medium — 'M', in accordance with its characterisation as laid down in the Faculty Workload Allocation of the University of Madeira and in the Regulation for Recruitment, Selection and Hiring of Faculty Staff of the University of Madeira.

III — Admission Statement Requirements: In conformity with the ECDU, published in an annexe to Decree-Law No. 205/2009 of August 31 and in accordance with the Regulation for Recruitment, Selection and Hiring of Faculty Staff of the University of Madeira, the admission statement to the competition must include the following information:

- a) Updated version of the *Curriculum vitae*;
- b) Relevant activities for the mission of the University carried out by the candidate;
- c) Previous pedagogical activities deemed by the candidate as being most relevant for the appraisal of his/her capabilities in the field, when applicable;
- d) Scientific performance, including a complete list of publications and/or portfolio, selected by the candidate as being most representative, namely as regards to the development of the disciplinary field of the competition;
- e) Names and contacts of two referrals, one of which should represent the last or current employer or supervisor, when applicable;
- f) Candidate's statement, under oath, that he/she has availability for taking up functions on a permanent basis in the Autonomous Region of Madeira;
- g) An email address for receiving communications from the University.
- h) A report including aims, syllabus, description of contents and distribution of contact hours, description of pedagogic strategies, development of research competences, by students, and an evaluation process of a curricular unit of one of the fields of the competition. If it is a report on a Curricular Unit taught previously it should also include, if available, an analysis of the results therein achieved by students.
- i) Candidate's statement, under oath, that he/she meets the requirements mentioned in paragraph 2, of item I. The supporting documents shall be submitted by the candidate who fills the vacancy.

IV — The application statement must include the following data:

- a) Complete identification (name, civil state, affiliation, place of birth, date of birth, number and date of Identity Card or appropriate document legally recognised for that effect, its validity and issuing entity, address, postcode and telephone);
- b) Academic qualifications;
- c) Category, group or subject he/she belongs to, length of service as a member of faculty staff and university he/she belongs to, if applicable;



- d) Adequate speciality for the field in which the competition was opened, with the indication of length of effective service as a member of the faculty staff, if applicable;
- e) Any other elements that the candidate considers may have influence in the appreciation of his/her merit or are reason for legal preference, elements which, however, will be taken into account if duly proven, and if the jury so decides;
- f) Competition and category he/she is applying for, referring the *Diário da República* where this Notice is published;
- g) Date and signature.

The application should be formalised with an admission statement addressed to the Rector of the University of Madeira, which may be handed in personally at the Human Resources Unit, at Colégio dos Jesuítas, Rua dos Ferreiros, 9000-082 Funchal, or sent, by registered surface mail, with stamp dated until the end of the deadline established for the submission of applications

Opponents to this competition must submit an admission statement by electronic mail to the email address recursoshumanos@uma.pt together with the documentation required in the public notice.

All documents referred are obligatorily handed in as soft copy – a duly identified DVD –, including the signed documents, which are delivered in portable document format (pdf) with the respective signatures.

V — The Rectory will inform the applicants of the order of admission or non-admission to the competition, which will be based on whether these fulfil the requirements established for such.

VI – Failure to submit supporting documents, legally required under this notice, or their presentation after expiry of the relevant period, determines the exclusion procedure.

VII – Being the applications duly instructed in compliance with the requirements of this Notice, the admission of candidates in absolute merit, will depend on whether the candidate has a global curriculum considered by the jury as having scientific and educational capacity compatible with the category and subject area of the competition, always bearing in mind the criteria, not weighted quantitatively indicated in item XI of this Notice.

VIII — Procedures foreseen for the competition: The procedures foreseen for the competition are those laid down for an ordinary process embodied in the Regulation for Recruitment, Selection and Hiring of Faculty Staff of the University of Madeira, namely as to the:

- a) Pronouncement: the deadline for interested parties to make their views known is ten working days after:
 - i) The date of the email delivery notification;
 - ii) The date of the letter, respected the three-day surface mail deadline;

iii) The date of the personal notification.

b) Hearing of candidates:

Conducting public hearings remains at the discretion of the jury, in accordance with subparagraph b) of paragraph 4 of article 50 of the ECDU.

IX — Calendar of the Competition: the indicative calendar for the competition is as follows:

a) Period for the reception of applications

Time limit established by the Public Notice: 30 working days after the opening of the competition has been published.

b) Possible request for extra documentation

Indicative deadline: 10 days maximum after the end of the period for the submission of applications.

c) Pre-selection of candidates

Indicative deadline: 15 days maximum after the end of the period for the submission of applications.

d) Publicizing of the list of admitted candidates

Indicative deadline: 15 days maximum after the end of the period for the submission of applications.

e) Publicizing of the calendar and timetable for the public hearings

Indicative deadline: if there are any, 3 days maximum after the publication of the list of admitted candidates.

f) Public hearings

Indicative deadline: Hearings, if any, if the jury deems necessary, will take place at minimum 5 days in a row following the date of the public announcement of the calendar and timetable of the hearings and at maximum 15 days in a row after the publicizing of the list of admitted candidates.

g) Selection process of the candidates and pronouncement of the final decision, publicizing of the minutes and of the ordered list of the candidates

Indicative deadline: 15 days maximum after the end of the period for public hearings, if any, or after the publicizing of the list of admitted candidates.

h) Remittance of the competition documentation to the Rector

Indicative deadline: 10 days maximum after issuing the final decision.

i) Homologation of the results of the competition and its minutes by the Rector and pronouncement of the results

Indicative deadline: 10 days maximum after issuing the final decision

X— Composition of the Jury: The Jury consists of the following members:

President: Professor José Manuel Cunha Leal Molarinho Carmo, Rector of the University of Madeira

Voting members:

Doutor Rui Manuel Carvalho Marques de Faria, Professor Catedrático, Departamento de Engenharia Civil, Faculdade de Engenharia, Universidade do Porto;



Doutor Vasco Manuel Araújo Peixoto de Freitas, Professor Catedrático, Departamento de Engenharia Civil, Faculdade de Engenharia, Universidade do Porto.

Doutor Joaquim António Oliveira de Barros, Professor Catedrático, Departamento de Engenharia Civil, Escola de Engenharia, Universidade do Minho;

Doutor José Manuel Matos Noronha da Câmara, Professor Associado, Departamento de Engenharia Civil, Arquitetura e Georecursos, Instituto Superior Técnico, Universidade de Lisboa;

Doutor João Carlos Gomes Rocha de Almeida, Professor Associado, Departamento de Engenharia Civil, Faculdade de Ciências e Tecnologia, Universidade Nova de Lisboa.

XI – Absolute merit:

In the first preparatory meeting, which may take place by teleconference, if not waived by the jury, after analysis and admission of applications, the jury begins to decide which applicants pass to next phase on absolute merit, drawing up an alphabetical list.

An application is rejected on absolute merit if at least one proposal to this effect receives a majority of votes from among the jury members present at the meeting.

The final decision on each proposal, as well as the number of votes received by each of them, and their grounds, are an integral part of the minutes.

XII— Criteria for the selection and seriation of the candidates:

1 — The criteria for the selection and seriation of the candidates take the following aspects of the performance of faculty staff into account:

- a) Teaching Activity: 35 % of the final classification of the candidate;
- b) Research Activity and knowledge valorisation: 35 % of the final classification of the candidate;
- c) Academic service activities and university management: 30 % of the final classification of the candidate.

2 — In each of these criteria it should be considered the following parameters:

a) Teaching Activity: Assessment in this component will take into account the following criteria and specific parameters:

- i) Responsibility and teaching of curricular units (50 %);*
- ii) Production of teaching material (15 %);*
- iii) Development of teaching laboratories (20 %);*
- iv) Report referred to in subparagraph b) of Item III of this Public Notice (15 %).*

b) Research Activity and knowledge valorisation: Assessment in this component will take into account the following criteria and specific parameters:

- i) Scientific production conducted and published (30 %);*
- ii) Rendering of services to the economic and productive framework (20 %);*
- iii) Participation in research units (10 %);*

- iv) Supervision of graduate students, namely masters and doctoral (20 %);*
 - v) Participation in editorial committees of publications and scientific committees and conferences organization (20 %).*
 - c) Academic service activities and university management: Assessment in this component will take into account the following criteria and specific parameters:
 - i) Participation in university management and coordination bodies (60 %);*
 - ii) Participation in juries of academic assessment and competitions (20 %);*
 - iii) University dissemination actions and of support to the community (20 %).*
- 3 — The criteria for untying candidates are the following, by order of priority:
- i) Classification obtained in teaching activity;
 - ii) Classification obtained in research and knowledge valorisation;
 - iii) Classification obtained in academic service activities and university management.

XIII— Final ordering of candidates — The jury will use the following voting method in order to obtain an absolute majority in the final ranking of candidates:

The first round aims to determine the candidate who shall be positioned in the first place. If a candidate receives more than half of the votes of the members of the jury, attending the meeting, that candidate is positioned in first place. Failing that, the voting will be repeated, but only among the candidates who received enough votes to be considered for the first place. The candidate who has the least number of votes is withdrawn. If there is a tie between two or more candidates in the least voted position there will be another voting in order to determine who is to be withdrawn. If the tie persists, the President of the jury shall decide which candidate shall be withdrawn. If the tie persists concerning another set of candidates the tiebreaker process is repeated. The process shall be repeated until one candidate obtains absolute majority. The same process is repeated to obtain the second-placed candidate and so forth until an ordered list of all the candidates is produced.

This Public Notice was drawn up and will be posted at the relevant places.

Funchal and University of Madeira, May 4, 2016.

The Rector



Professor José Carmo