

Public Notice

It is made known that, by Order no. 49/R/2017, of the Rector of the University of Madeira, dated June 20, 2017, 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 1 vacancy for Assistant Professor in the field of Accounting, of the Faculty of Social Sciences, as determined by articles 37 to 51 of the University Faculty Statute (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 accordance with the established in article 41 – A° of the ECDU - Decree-Law No. 205/2009 of August 31, those holding a PhD degree in Accounting may apply to the competition.

1.1 — Doctoral Degrees awarded by a foreign higher education institution have to be recognised in Portugal, pursuant to applicable law.

1.2. Equivalence, or recognition or registration of the doctoral degree must be obtained by the expiry date of the deadline for submitting applications to this competition.

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: Mixed - '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 Requirement: 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 *Curriculum vitae*;
- b) A document attesting the degree required in item I of the Public Notice and, if the doctoral programme has been conferred by a foreign higher education institution, attesting its recognition in Portugal;
- c) Relevant activities for the mission of the University carried out by the candidate;
- d) Previous pedagogical activities deemed by the candidate as being most relevant for the appraisal of his/her capabilities in the field, where applicable;
- e) 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;
- f) Names and contacts of two referrals, one of which should represent the last or current employer or supervisor, where applicable;
- g) Candidate's statement, under oath, that he/she has availability for taking up functions on a permanent basis in the Autonomous Region of Madeira;

- h) An email address for receiving communications from the University.
- i) 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 in the disciplinary field 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;
- j) Candidate's statement, under oath, that he/she meets the requirements mentioned in paragraph 3, of item I. The candidate who fills the vacancy shall submit the supporting documents.

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 university professor 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 university professor, 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, in hard copy, 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 must also be delivered in soft copy - a duly identified DVD -, including the signed documents, which are provided in portable document format (pdf) with the respective signature.

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

VI – Failure to submit supporting documents or works, 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 XII 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 express their opinion on the matter 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:

i) Period for the reception of applications:

Deadline established by the Public Notice: 30 working days after the opening of the competition has been published;

ii) Request for extra documentation:

Indicative deadline: At any time after the deadline established for the receipt of applications, until the date of the decision of selection and ordering of admitted candidates, by the jury;

iii) Publicizing the list of admitted candidates:

Indicative deadline: 30 days maximum after the end of the period for the submission of applications;

iv) Public Hearings:

Indicative deadline for the decision to carry it out: up to 15 consecutive days after the list of admitted candidates is made public;

Indicative deadline for hearings to be held: It shall be convened at least 10 days in advance and be held up to 30 consecutive days after the decision to carry it out, if it is determined;

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

Deadline: 90 days maximum after the deadline for the admission of applications;

vi) Remittance of the competition documentation to the Rector:

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

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

Indicative deadline: 10 days maximum after receipt of all the documentation regarding the competition.

X - Composition of the Jury: The jury consists of the following members:

President: Rector of the University of Madeira

Voting members:

Doutor Samuel Cruz Alves Pereira, Professor Associado da Faculdade de Economia da Universidade do Porto;

Doutora Lúcia Maria Portela Lima Rodrigues, Professora Associada com Agregação, Universidade do Minho;

Doutora Ana Isabel Abranches Pereira de Carvalho Morais, Professora Associada, Instituto Superior de Economia e Gestão, Universidade de Lisboa;

Doutor Joaquim Carlos da Costa Pinho, Professor Associado com Agregação, Universidade de Aveiro;

Doutora Helena Oliveira Isidro, Professora Associada com com Agregação do ISCTE – Instituto Universitário de Lisboa;

Doutora Isabel Maria Estima Costa Lourenço, Professora Associada com Agregação do ISCTE – Instituto Universitário 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 i) of item III of this Public Notice (15%).

b) Research Activities 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 Master's and Doctoral degree students (20%);
- v) Participation in editorial committees of publications and scientific committees and organisation of congresses (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 the criteria: teaching activity;

- ii) Classification obtained in the criteria: research activities and knowledge valorisation;
- iii) Classification obtained in the criteria: 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 voting is intended to determine the candidate to be put in first place. If a candidate receives more than half of the votes of the members of the jury present at the meeting, he/she will be placed in first place. If the applicant in first place is not determined, the voting will be repeated, but only among the candidates who received enough votes to be considered for first place, once the applicant least voted in the first round is removed. If there is more than one candidate in the position of least voted there will be another voting with only these candidates in order to determine who is to be eliminated. If the tie persists in relation to the same set of candidates, the President of the jury will decide which candidate is to be eliminated. If at this point there continues to be a tie among two or more applicants, the president of the jury will decide which of them is to be eliminated. Once this elimination is made, the jury returns their attention to the first vote, but only with the remaining candidates. The process is repeated until one applicant receives more than half the votes for first place. The process is repeated for second place and so forth until an ordered list of all admitted candidates is complete.

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

Funchal and University of Madeira, on June 20, 2017.

The Rector



Professor José Carmo