

**EDITAL****12-06-2025****Editais n.º 2025/021**

DOCUMENTARY COMPETITION FOR THE POSITION OF ASSISTANT PROFESSOR IN THE ACADEMIC FIELD OF ORGANIZATION AND MANAGEMENT, UNDER A PERMANENT PUBLIC EMPLOYMENT CONTRACT

By order of the President of the Instituto Superior de Engenharia do Porto, dated 04/06/2025, it was decided to open a documentary competition, under the modality of a permanent public employment contract, for the recruitment of one position within the teaching staff career of the polytechnic higher education and the category of Assistant Professor, in the academic field of Organization and Management, in accordance with the following:

**1.** Under the terms of Articles 3, 5, 10-B, 15, 15-A, 17, 22, and 29-B of the Statute of the Teaching Career of Polytechnic Higher Education (ECPDESP), approved by Decree-Law No. 185/81 of July 1, in its current wording, in conjunction with the Regulations for the Recruitment of Teaching Staff of the Polytechnic Institute of Porto, approved by Order No. 4807/2011, published in the Diário da República, 2<sup>nd</sup> Series, No. 54, of March 17, it is hereby publicly announced that, for a period of 30 working days from the date of publication in the Public Employment Pool (BEP), as published in the Diário da República, 2nd Series, No. 112, of 12 June 2025, a documentary competition is open for the conclusion of a public employment contract under a permanent legal employment relationship, aiming to fill two (2) job positions provided in the staffing chart of the Instituto Superior de Engenharia do Porto, in the teaching staff career of polytechnic higher education and the category of Assistant Professor, in the academic field of Organization and Management.

**2. Type of legal employment relationship to be established:** Permanent Public Employment Contract, under the terms of Article 10-B of the ECPDESP, approved by Decree-Law No. 185/81, of July 1, as amended.

**3. Number of positions to be filled:** 2 (two)

**4. Validity of the competition**

The competition is valid for the mentioned position, expiring upon its occupation or due to the absence or insufficiency of candidates.

The competition may also be terminated by a duly justified act of the President of ISEP, respecting the general principles of administrative activity as well as the legal, regulatory, and procedural limits.

**5. Job description and characterization of the position:**

The duties of the Assistant Professor are those provided for in no. 4 of Article 3 of the ECPDESP.

**6. Workplace:**

## EDITAL

12-06-2025

The duties will be performed at the Instituto Superior de Engenharia do Porto, located at Rua Dr. António Bernardino de Almeida, 431, Porto.

### 7. General admission requirements:

Cumulative requirements for admission to the competition are:

- a) Compliance with the conditions stated in subparagraphs b) to e) of Article 17 of the General Law on Public Functions Employment (LTFP), approved by Law No. 35/2014, of June 20, in its current wording;
- b) Possession of a Doctoral degree or the title of Specialist in the relevant or related academic field for which the competition is open, as established in Article 18 of the LTFP and Article 17 of the ECPDESP.

Applicants must meet these requirements by the deadline for submitting their applications.

#### 7.1. Legal requirements specifically related to the category

Only those holding the required qualification level may apply. Candidates with academic degrees obtained abroad must submit, under penalty of exclusion, a document certifying the recognition of their foreign qualifications in accordance with applicable Portuguese legislation.

### 8. Submission of applications and deadline

Applications must be submitted electronically by filling the appropriate form at: <https://www.isep.ipp.pt/New/ViewNew/7360>, within 30 (thirty) working days from the publication date on the Public Employment Pool (BEP).

The application must be accompanied by the following documents, in PDF format:

- a) A CV containing all relevant information for assessment, based on the selection and ranking criteria referred to in section 9;
- b) Supporting documents and/or samples for each item listed in the CV, organized according to the selection and ranking criteria, with up to ten items highlighted by the candidate as most representative;
- d) Copy of identity card, citizen card, or equivalent;
- e) Criminal record certificate;
- f) Medical certificate confirming physical and mental fitness for public duties;
- g) Mandatory vaccination certificate duly updated;
- h) Proof that the candidate meets the requirement mentioned in section 7(b).

**8.1.** Applications submitted via email will not be accepted.

**8.2.** Candidates currently employed at IPP/ISEP are exempt from submitting documents already included in their individual files, provided this is clearly stated in the application form.

**8.3.** Failure to submit the documents proving the admission requirements, as well as those that are indispensable for analyzing the application, will result in exclusion from the procedure.

## EDITAL

12-06-2025

8.4. False declarations will be punished under the law.

### 9. Criteria for selection and ranking of candidates:

The competition is designed to assess the merit of candidates, with reference to the duties of teachers in polytechnic higher education, in accordance with article 2-A of the Statute for the Career of Teaching Staff in Polytechnic Higher Education, in the wording currently in force, as well as the provisions of articles 15, 15-A and 23 of the same Statute.

In the curricular assessment dimensions identified in point 9.1, curricular aspects in the subject area of Organization and Management should be highlighted. Particular value will be given to work that demonstrates commitment to pursuing a technical-scientific and pedagogical career, as well as liaison with the scientific and business community, preferably in the specific fields of Organization and Management, which is relevant to ISEP's mission.

#### 9.1. Evaluation Dimensions and Criteria

Under the terms of article 15.º-A of the Statute of the Career of Teaching Staff of Polytechnic Higher Education and article 20.º of the Regulation of Competitions for the Recruitment of Teaching Staff of the Polytechnic Institute of Porto, — Order no. 4807/2011, published in the Diário da República, 2nd series, no. 54, of March 17, 2011, the dimensions and criteria for the curricular evaluation of candidates and respective weightings, approved by the Technical-Scientific Council of the Instituto Superior de Engenharia do Porto of the Polytechnic Institute of Porto, are those indicated below:

- a) *Technical-scientific dimension (30%)* – scientific research or technological development activities and knowledge transfer;
- b) *Pedagogical dimension (50%)* – teaching activity and student monitoring and guidance;
- c) *Organizational dimension (20%)* - scientific, pedagogical or institutional management activities.

#### A - CRITERIA FOR THE TECHNICAL SCIENTIFIC DIMENSION (TSD)

The work included in the curriculum will be taken into account, particularly in terms of its contribution to the development and evolution of the subject area:

##### A.1 - Research and technological development projects - RTP (35%)

A1.1 - Coordination and participation in research and technical or scientific development projects;

A1.1.2 - Participation in activities and/or projects for technological development and transfer of knowledge and linking the institution to the environment.

##### A.2 - Scientific and technological production – STP (25%)

Consideration should be given to the quality and quantity of scientific production (books, articles in magazines, publications in conference proceedings and others that may be considered relevant) expressed by the number and type of publications and the recognition given to them by the scientific community.

A.2.1 Publication of works or texts of a technical-scientific nature: Indexed journals; Other journals; Books; Book chapters; Conference proceedings; Number of citations.

## EDITAL

12-06-2025

A.2.2 Recognition by the technical and scientific community: Participation in scientific committees; Editorial participation in journals; Review in prestigious publications; Awards; Invited interventions at technical-scientific meetings; Coordination/moderation/participation in scientific events.

A.2.3 Participation in events and competitions within the scope of university, polytechnic and research teaching careers;

A.2.4 Participation in activities and/or projects to transfer knowledge and link the institution to the environment.

A.3 - Supervision and co-supervision of doctoral theses and master's dissertations, and juries for doctoral and master's academic examinations - GD (10%)

A.4. Other activities and/or professional experience – PE/OA (30%)

### B - CRITERIA FOR EVALUATING THE PEDAGOGICAL DIMENSION (PD)

The analysis of your teaching practice will be taken into account:

B.1 - Teaching activity – TA (60%)

Effective experience in teaching curricular units in the area for which the competition is open, namely responsibility; Diversity and extent of pedagogical practice; Coordination, participation in groups and/or committees to promote pedagogical projects and activities; Guidance of internship reports, field work and other work leading to an academic degree that is not included in point A.3; Participation in juries of academic examinations that are not included in point A.3.

B.2 - Resources and educational management – REM (30%)

Production of pedagogical content and/or other material to support teaching activities in the area for which the competition is open; Participation in the preparation of course programs and/or curricular units.

B.3 - Other educational activities– OEA (10%)

### C - CRITERIA FOR ASSESSING THE ORGANIZATIONAL DIMENSION (OD)

Activities carried out by candidates that are relevant to the institution's mission will be taken into account:

C.1 Experience in management positions – MP (65%)

Holding office; Participation in management bodies and activities; Participation in institutional working groups/commissions and dissemination actions; Participation in the organization of scientific/pedagogical/cultural events; Development of practical projects or activities within the socio-professional environment.

C.2 Other organizational activities – OOA (35%)

## 9.2. Ranking of candidates

The jury operates in accordance with the way juries work, as set out in articles 12 and 17 to 22 of the Regulations for Competitions for the Recruitment of Teaching Staff at the Polytechnic Institute of Porto.

Each member of the jury carries out their evaluation exercise, scoring each candidate on each dimension on a scale of 0 to 100 points, taking into account the criteria and associated weights for each criterion.

The Final Classification (FC) of the evaluation of each candidate by each member of the jury is calculated using the weighting formula of the various dimensions, taking into account the weights associated with each criterion, according to the formula:

## EDITAL

**12-06-2025**

$$FC = 0,30 \cdot TSD + 0,50 \cdot PD + 0,20 \cdot OD$$

And as summarized in the following table, which reflects the weights associated with each strand.

**Table 1**

Weights associated with the dimensions and evaluation criteria

Dimension	Weight (%)	Criteria	Weight (%)
TSD – Technical-Scientific Dimension	30	RTP – Research and technological development projects	35
		SP – Quality and quantity of scientific production	25
		GD – Guidance for dissertations and papers	10
		PE/OA – Professional experience and/or other scientific activities	30
PD - Pedagogical Dimension	50	TA – Teaching activity	60
		REM – Resources and educational management	30
		OEA – Other educational activities	10
OD - Organizational Dimension	20	MF - Management functions	65
		OOA – Other organizational activities	35

Following their assessment, each member of the jury makes their ranked list of candidates, with which they take part in the votes that lead to the decision to approve the candidates on absolute merit and the final ranking of the candidates.

A candidate is considered to have been approved in absolute merit if he/she is approved by an absolute majority of the voting members of the jury, where the vote must be in favor whenever the jury member has awarded a score of 50 or more.

With regard to the final classification, the jury will decide in accordance with point 11. In the event of a tie, the vote of the chairperson of the selection board will be considered, in accordance with article 12 of the Regulations for Competitions for the Recruitment of Teaching Staff at the Polytechnic Institute of Porto.

### 10. Composition of the Jury:

President: Professor Maria João Monteiro Ferreira Viamonte, President of the Instituto Superior de Engenharia do Porto

Members: Professor Alcina Nunes, Coordinating Professor at the Polytechnic Institute of Bragança;

Professor Paula Odete Fernandes, Coordinating Professor at the Polytechnic Institute of Bragança;

Professor Pedro Manuel Miranda Nunes, Principal Coordinating Professor at the Polytechnic Institute of Cávado and Ave;

Professor José de Freitas Santos, Principal Coordinating Professor at the Instituto Superior de Contabilidade e Administração do Instituto Politécnico do Porto;

## EDITAL

12-06-2025

Professor Maria Alexandra Pacheco Ribeiro da Costa, Coordinating Professor at the Instituto Superior de Engenharia do Porto do Instituto Politécnico do Porto.

In the event of the President's absence or impediment, she will be replaced by Professor Roque Filipe Mesquita Brandão, Vice-President of the Porto Higher Institute of Engineering.

**10.1.** The Jury has the right to ask any candidate, if there is any doubt about the situation described in their CV, to provide supporting documents for their statements.

### **11. Jury notifications and deliberations**

The meetings for deliberation of the Jury comply with the provisions of article 12.1 of the Regulation of Competitions for the Hiring of Teaching Staff of the Polytechnic Institute of Porto - approved by Order no. 4807/2011, published in the Diário da República, 2nd series, no. 54, of March 17, 2011, applicable by virtue of Article 29-A of the ECDESP, which determined its approval with a view to implementing the rules of that legal diploma, covering the procedures for competitions, namely the evaluation and final classification system.

Under the terms of no. 1 of Article 12 of the aforementioned Regulation and no. 1 of Article 23 of ECDESP, the selection board will decide on the approval and ranking of candidates by means of a roll-call vote based on the selection criteria adopted and published. An absolute majority is required for any decision, i.e. a number of votes at least equal to half plus one of the votes of the members present, with no abstentions allowed.

**11.1.** The minutes of the jury are made available to candidates on request.

**11.2.** The address and email address to be considered for the purposes of notifying candidates will be the one on the application form.

**12.** In compliance with paragraph h) of Article 9 of the Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities for men and women in access to employment and professional advancement, taking scrupulous care to avoid any form of discrimination.

**13. Protection of Personal Data:** in the application, the candidate provides the information and the necessary consent for the processing of personal data, at the time of application and for the strict purpose of collection, and integration into the procedure database and for the duration of the procedure, under the terms of the General Data Protection Regulation.

**14.** The documents submitted within the scope of this procedure constitute administrative documents, so access to them will be in compliance with Law no. 26/2016, of August 22, in its current wording.

## EDITAL

12-06-2025

---

### 15. Publication of the procedure:

This Notice will be published as follows:

- a) In the 2nd series of the Diário da República;
- b) On the Public Employment Exchange, at [www.bep.gov.pt](http://www.bep.gov.pt), on the 1st working day following publication in the Official Gazette;
- c) On the EURAXESS Portugal Portal, at <https://www.euraxess.pt>;
- d) On the ISEP website, at [www.isep.ipp.pt](http://www.isep.ipp.pt).

ISEP, June 12, 2025