

ISCTE-Instituto Universitário de Lisboa

Public Notice

It is hereby made public that, by virtue of my order issued on 13 March 2019, an international documental tender for recruitment is opened, for the time limit of thirty business days counted from the day immediately after that of the publication of this Public Notice in *Diário da República*. This recruitment is for a civil service employment contract for an indefinite period for one job in the category of Associate Professor, in the subject area of Accounting, at the Department of Accounting ISCTE-IUL.

The tender is open pursuant to the terms of articles 37 to 51 and 62-A of the University Teaching Career Statute, attached to Decree-Law number 205/2009, of 31 August, and amended by Law number 8/2010, of 13 May, hereinafter referred to as ECDU, and all other applicable legislation, in particular the Regulation for Recruitment, Selection and Hiring of Teaching Staff of ISCTE-IUL, published in *Diário da República*, 2nd series, number 193, of 4 October 2010, and is closed with the filling of the job vacancy put out to tender.

The trial period, when applicable, is assessed in conformity with the terms of ISCTE-IUL's Regulation for Teaching Staff Affiliation considering the provisions in ISCTE-IUL's Regulation for Teaching Staff Service and in ISCTE-IUL's Regulation for Teaching Staff Performance Assessment.

I. Recruitment requirements

1. Have held a doctoral degree for more than five years, in the area of Accounting. If the doctorate has been awarded by a foreign higher education institution, the applicants must provide evidence of its recognition or equivalence of degree.
2. Good command of the Portuguese and English languages, spoken and written.

II. Submission of applications

1. Applications should be submitted in person during normal business hours, or sent by registered mail with acknowledgment of receipt, by the deadline, to ISCTE-IUL's Human Resources Unit [Unidade de Recursos Humanos], located at Avenida das Forças Armadas, 1649-026, Lisboa.
2. Applications sent by electronic mail will not be accepted.

III. Workplace

ISCTE-Instituto Universitário de Lisboa

Av. das Forças Armadas

1649-26 Lisboa, Portugal

IV. Instructions for application

The application must be accompanied by the following documents:

1. Request addressed to the Rector of ISCTE-IUL, asking for acceptance of the application, which should include the applicant's full name and name adopted in bibliographic references, citizen card number and expiry date or civil identification number, residence or address for contact purposes, telephone number and current employment situation. In this request, the applicant should express consent for the communications and notifications related to the tender procedure to take place via electronic mail, indicating the respective address (see standard document at <https://www.iscte-iul.pt/conteudos/iscte-iul/quem-somos/trabalhar-no-iscte-iul/990/concursos>).

2. Documents confirming fulfilment of the requirements stipulated in point I.

2.1 — Holders of doctoral degree obtained abroad must submit, in addition to document(s) confirming the obtaining of the degree explicitly mentioning the area of knowledge in which it was attributed, documentation confirming its recognition or equivalence, where any formalities stipulated therein should be complied with by the deadline for conclusion of the contract.

2.2 – Applicants must submit a sworn statement of their good command of Portuguese and English, at a level enabling them to lecture in these languages.

3. Two digital copies (2 × CD, 2 × DVD, or 2 × USB Pen drive), each containing:

i) A curricular and teaching plan of a curricular unit of a study cycle of ISCTE-IUL, developed in the subject area of Public Accounting, in the form of text (maximum of 20 A4 pages), covering the following aspects: objectives, skills to be developed, methodology, assessment, bibliography and materials required for each topic of the programme. A copy, in “pdf” format, of the teaching material (slides, tests, test solutions, or other teaching material considered relevant for the tender in question) relative to the aforesaid curricular unit should be attached to this plan.

ii) An original three-year research project exploring the subject of Public Accounting, covering the following aspects: objectives, methodology and expected results (maximum of 20 A4 pages).

iii) Curriculum vitae of the applicant, indicating the output and work produced and published, as well as the teaching activity developed. The applicant must, mandatorily, highlight five items of work and/or output that she/he considers most representative of the activity developed in the subject area for which the tender is opened and indicate eight articles that she/he considers meet the recruitment criteria in terms of absolute merit, specifying the respective ISSN. The applicant's curriculum vitae must necessarily be organised in accordance with the assessment criteria presented in point VI of this public notice, following the respective ordering.

iv) Electronic version of each one of the works mentioned in the curriculum.

v) Any other relevant elements that illustrate the applicant's aptitude for the position to be filled.

4. Documents confirming possession of the general requirements for constitution of the legal status of civil servant are not required; however, the applicant must submit a sworn statement, in the application or in a separate document, on her/his precise situation in relation to the content of each of the following subparagraphs:

- a. Not being disqualified from holding public office or prohibited from holding the position being applied for;
- b. Having the physical robustness and psychological profile indispensable to perform the duties and having complied with the laws on mandatory vaccination.

5. The documents substantiating the application should be presented in Portuguese or English.

6. Failure to submit the requested documents under the terms of this public notice, their submission beyond the stipulated deadline or the submission of false documents will result in immediate exclusion from the recruitment process.

V. Assessment criterion of absolute merit

When the applications are duly substantiated in conformity with the requirements in this public notice, the recruitment of the applicants based on absolute merit will depend on their possession of a relevant curriculum in the subject area of Accounting, cumulatively meeting the following minimum requirement:

publication of at least eight scientific texts in the form of articles, scientific books or chapters of books, where at least four of these texts should have been published in scientific journals indexed in the WoS or SCOPUS international bases or in the ABS list, and address specific topics of Public Accounting.

VI. Method of selection and assessment criteria

1. Applicants approved on the basis of absolute merit will be subject to the curricular assessment selection method, pursuant to the criteria defined in the following point.

2. Assessment criteria

The order of the applicants in the tender will be substantiated by their scientific and teaching merit in the subject area of the tender, with particular importance being given to the applicant's curriculum vitae in the last 10 years, considering the profile defined in this public notice and the following factors:

A – Scientific merit (50%).

The assessment of scientific merit will consider the following items:

A-1) Scientific production (35%) – Articles in prestigious scientific journals in the area for which the tender is opened. Prestigious journals are defined as journals of level 2 or above in the ABS list. In the assessment of this parameter, the weighting of scientific output in the area of Public Accounting will be increased by 100%;

A-2) Other scientific production (5%) – Other scientific articles in journals indexed in WoS or SCOPUS, books or chapters of books; articles in minutes of meetings of scientific nature with peer review; active participation in national or international events; organisation of national or international scientific events. In the assessment of this parameter, the weighting of scientific output in the area of Public Accounting will be increased by 100%;

A-3) Scientific assessment (5%) – Participation in national or international boards for academic examinations; participation in panels, scientific and management committees of scientific events; awards and distinctions. The assessment of this parameter shall consider the quality of the awards and distinctions, the number, the role performed and diversity of the activities.

A-4) Three-year research project (5%) – The assessment of this parameter shall consider the diversity and quality of the expected outputs, both in scientific terms and their practical application in public

institutions.

B – Pedagogical merit (42.5%).

The assessment of pedagogical merit will consider the following items:

B-1) Teaching activity (25%) – Lecturing of curricular units in the area in which the tender is opened, teaching performance, involvement in the management of the curricular units (lecturer or coordinator) and university lecturing. The assessment of this parameter shall consider the number and diversity of the curricular units lectured, with the weighting of lecturing in topics of Public Accounting being increased by 100%.

B-2) Supervision (10%) – Supervision of doctoral and master's dissertations and theses. The assessment of this parameter shall consider the number and diversity of the supervision activities, and the relevance of the subject matters for the area of the tender.

B-3) Pedagogical innovation (2.5%) – Promotion of pedagogical initiatives aimed at improving the teaching and learning processes, preparation of new graduate and post-graduate courses or new curricular units and restructuring of study plans or curricular units, participation in pedagogical structures, promotion and stimulation of processes to improve the teaching activity of study cycles or other educational activities. The assessment of this parameter shall consider the number, nature and diversity of the activities.

B-4) Curricular and teaching plan (5%) – The assessment of this parameter shall consider the objectives of the curricular unit, skills to be developed, methodology, assessment, bibliography and materials required for each topic of the programme.

C – Other relevant activities (7.5%).

C-1) University outreach (2.5%) — The assessment of participation in university outreach tasks shall consider the provision of services involving the dissemination and application of knowledge, continuous training programmes, exchange of experiences, courses and seminars aimed at imparting knowledge and other relevant activities for research, namely service to the community in the context of the organisation, cooperation services and consulting to other institutions;

C-2) Academic management (5%) — The assessment of the academic management parameter shall consider participation in university management bodies, course management, coordination of curricular units and conduct of activities promoting the institution, *ad hoc* commissions, recruitment of new students and any other activities for the regular functioning of the institution.

3. Voting order and methods

The members of the selection panel decide through nominal voting based on the adopted assessment criteria. The voting of each member of the selection panel shall be substantiated by the classification of each applicant on a scale of whole numbers from 0 to 100, which is the result of the weighted sum of the partial classifications attributed to each indicator, also on a scale of integers from 0 to 100, using the weightings defined for each parameter in point VI.2 (assessment criteria).

If the ordering of all the members of the selection panel is identical, the process is deemed to be concluded.

Otherwise, voting is conducted for the first place. If an applicant obtains more than half the votes, she/he will be positioned in first place. If none of the applicants obtains more than half the votes, the voting will be repeated after removal of the applicant who received the least votes in the previous round. The process will be repeated until an applicant obtains more than half the votes, being classified in first place. This same process is repeated so as to obtain the applicant classified in second place, and so on successively until an ordered list of all the applicants is obtained.

In the case of a tie during the process, the chairperson has the casting vote.

4. The selection panel decides on the need to conduct public hearings of the successful applicants, which, should they take place, will follow the rules established in articles 8, number 2 and 20 of the Regulation for Recruitment, Selection and Hiring of Teaching Staff of ISCTE-IUL.

VII. Constitution of the Selection Panel

The selection panel is chaired, by delegation of the Rector of ISCTE-IUL, by Professor Dr Elizabeth de Azevedo Reis, Vice-Rector and Full Professor of ISCTE-IUL, and is composed of the following professors who, in the opinion of the Scientific Council, belong to the subject area for which the tender is opened.

Members:

Dr Vicente Montesinos Julve, full professor emeritus at Universidade de Valência;

Dr Ana Cristina de Oliveira Tavares Marques, full professor at Norwich Business School, University of East Anglia;

Dr Manuel José da Rocha Armada, full professor at the Economics and Management School, Universidade do Minho;

Dr Lúcia Maria Portela de Lima Rodrigues, full professor at the Economics and Management School, Universidade do Minho;

Dr Helena de Oliveira Isidro, full professor at ISCTE-IUL.

VIII. The interested parties shall be informed by notification sent to their electronic address of the lists of successful and excluded applicants as well as the list of final classification and ordering of the applicants. The tender process can be consulted by the applicants at the Human Resources Unit, under the terms indicated in the notification referred to in the previous point.

IX. In compliance with subparagraph h) of article 9 of the Constitution, ISCTE-IUL, as a higher education employer, promotes a policy of equal opportunities between men and women in access to employment and professional progression, scrupulously taking measures to prevent all and any form of discrimination.

ISCTE-IUL, 24 June 2019, The Rector, Maria de Lurdes Rodrigues