

PUBLIC NOTIFICATION 0029/2019

**RECRUITMENTS FOR THE POSITION OF ASSOCIATE PROFESSOR
CATÓLICA LISBON SCHOOL OF BUSINESS & ECONOMICS**

Doctor Isabel Maria de Oliveira Capelo Gil, Rector of the Universidade Católica Portuguesa, hereby announces that the Rector's Office is currently recruiting for two positions of Associate Professor, for a period of 30 working days, in the field of Management, one of them in the sub-field of Operations, Information Management and Big Data and the other in the sub-field of Marketing.

The present vacancies are opened within the framework of the Agreement-Programme of Institutional Support Selection Procedure (articles 17, 19, and 28 of the Scientific Employment Regulation) signed between the Portuguese Foundation for Science and Technology, I.P. (FCT,IP) and the Universidade Católica Portuguesa (UCP).

In accordance with the provisions of the Statutes of Academic Careers of the Universidade Católica Portuguesa and the Regulations for the Recruitment of Associate and Full Professors of the Universidade Católica Portuguesa, the following procedures are correspondingly adopted.

1. Admission requirement:
 - a) Holding a doctoral degree granted at least five years prior to the recruitment process. as stated in article 21 of the Statutes of Academic Careers of the Universidade Católica Portuguesa.
 - b) Possessing a high quality curriculum vitae, both in the scientific and pedagogical domains, including, in particular, multiple publications in international scientific journals of the respective sub-field, rated as 4* and 4 in the *ABS Academic Journal Guide*.
2. The request for admission to the recruitment, addressed to the Rector, should be submitted together with:
 - a) Documents demonstrating the candidate meets the requirement established in the number above.
 - b) A printed copy and a digital copy of the candidate's *curriculum vitae*, indicating the works and articles produced and published as well as any academic and pedagogical activities undertaken by the candidate.
3. Following the expiry of this notification's deadline, the Rector, within a period of three working days, sends a dispatch over the eligibility or non-eligibility for admission to the tender in accordance with the established criteria. Candidates who have not been admitted for consideration may appeal this decision within a period of ten working days, with a final decision being reached within 30 working days.
4. Candidates admitted to the tender are to, within a period of 30 working days as from the date of notification of tender admission, submit the following:

- a) A printed copy and a digital copy of each of the works listed in their *curriculum vitae*;
 - b) A printed copy and a digital copy of a report including the syllabus, the contents and the teaching methods of a mandatory or elective course in the sub-field whose position they are applying to, to be taught at either undergrad or master's level.
5. Admission by the absolute merit of candidates depends on their possessing an overall curriculum vitae that evinces scientific merit, research capacity and value in terms of the pedagogical activities already carried out in the subject field for which the tender was opened and appropriate to the respective lecturing category.
6. Taking into consideration the role to be played by associate professors, the objectives of the tender and the purpose of insuring full transparency in the assessment and selection process, the candidates will be ranked according to the following criteria:

6.1. In evaluating the relative merit of the candidates, the panel of judges will evaluate the candidates on the following dimensions:

- a) The candidate's scientific publication record (50%), namely the quality and impact of her publications in peer reviewed journals of the respective sub-field.
- b) The candidate's pedagogical merit (20%), namely the commitment and the quality of her teaching activities.
- c) Other activities that are relevant for the University's mission (10%), namely:
 - i. Previous academic positions or tasks;
 - ii. Activities of cultural extension, service to the community and participation in projects of scientific, professional or cultural interest.
- d) Report on the syllabus, contents, bibliography and teaching methods of a course within the tender's sub-field (20%).

7. For the purposes of candidate ranking, each member of the panel of judges shall separately rank candidates on relative merit and shall subsequently vote for first place, for second place and so forth, until all candidates admitted on absolute merit have been ranked. Once all ranking criteria have been applied, the panel shall draft a single candidate ranking list.

8. Candidates admitted to written hearing shall be notified of the provisional ranking list, and its corresponding justification, including the reasons for the non-inclusion of candidates not admitted on absolute merit, for a period of ten days, after which the ranking list shall be adopted by the panel of judges within a maximum period of 30 days.

9. The panel's final decision, to be handed down within a maximum period of 150 days from the date of publication of the panel appointment dispatch, is recorded in minutes, which must include a list of individual voting decisions and corresponding justification, with no abstentions allowed.

10. The final decision, together with the corresponding minutes, shall be sent for approval to the Rector within a period of eight days. The Rector shall issue a dispatch of approval of the ranking list, which shall subsequently be published.

11. The panel of judges is composed of:

Doctor Isabel Capelo Gil, Rector of Universidade Católica Portuguesa, who chairs

Doctor Rui Baptista, Full Professor, Instituto superior Técnico, Universidade de Lisboa.

Doctor Pedro Ferreira, Associate Professor, Carnegie Mellon University.

Doctor Luis Lages, Associate Professor, Faculdade de Economia, Universidade Nova de Lisboa.

Doctor Filipe Santos, Full Professor, Faculdade de Ciências Económicas e Empresariais, Universidade Católica Portuguesa.

Doctor João Borges de Assunção, Associate Professor, Faculdade de Ciências Económicas e Empresariais, Universidade Católica Portuguesa.

Privacy Policy

Universidade Católica Portuguesa is the controller responsible for the processing of Personal Data in accordance with Regulation (EU) 2016/679 – General Regulation on Data Protection.

The personal data processed in the scope of this tender procedure is processed within the framework of said tender procedure only, and will be processed by Universidade Católica Portuguesa with the purpose of verifying the fulfillment, by the candidates, of the assumptions established in the applicable legislation for their contracting. Opposition to the processing of data by the candidates will make it impossible to accept the application and, therefore, to analyze and evaluate it.

The personal data of the Data Subject, if it be indispensable for the fulfillment of the obligations of Universidade Católica Portuguesa, may be conveyed to third parties, namely to the Financing Entities identified in this announcement.

The data retention period shall correspond to the legally defined period of five years.

The Data Subject is entitled to oppose to the collection and processing of data, has the right to verification, the right to rectification, the right to deletion, and the right to restriction of processing of the data collected. However, the exercise of such rights may be excluded when the personal data is used to protect public interest, namely in the detection and prevention of crimes or when subject to professional rules of confidentiality.

The Data Subject has the right of access and portability of the data.

Rights of Personal Data Subjects: <https://www.ucp.pt/rights-data-subjects>.

For purposes of exercising the respective rights, contact the University through the e-mail address compliance.rgpd@ucp.pt or by using the address found at the end of this announcement, through the means set out in "Contacts for clarification".

The Data Subject is always entitled to contact and file a complaint with the Comissão Nacional de Proteção de Dados (Portuguese Supervisory Authority for Personal Data).

Non-discrimination and equal access policy

The Universidade Católica Portuguesa actively promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, gender, sexual orientation, marital status, family status, family and economic conditions, instruction, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions, and union membership.

Final notes

This tender is exclusively destined to fill this specific vacancy and can be terminated at any time until approval of final candidate list, expiring with the respective occupation of said vacancy.

This invitation to tender and the contract concluded as a result of it will only take effect if FCT's financing conditions are fulfilled. The interruption or suspension of the funding can determine the termination of the contract.

This tender procedure can be canceled when it is vacant; when any case of force majeure occurs; when reasons of a budgetary nature, occurring after the opening of the competition, determine it.

The selected candidate will be hired by Universidade Católica Portuguesa as an auxiliary professor under a contract following the determinations stipulated in the Estatuto de Carreira de Docente da UCP [Statute of the University Teaching Career of Universidade Católica Portuguesa].

Lisboa, February 6, 2019