**Opening Notice**

**Post-Doctoral Research Fellowship (BIPD) in Business Ethics**

**Reference:** **CUBE-ETHICS-BIPD/2**

CUBE (Research Unit at Católica Lisbon School of Business & Economics) has an open call for one (1) Post-Doctoral Research Fellowship (BIPD) in the scientific filed of Business Ethics. The fellowship is housed under RD&T Strategic Project reference UIDP/00407/2020, with the financial support of Fundação para a Ciência e Tecnologia, I.P (FCT, IP) / MCTES through national funds (PIDDAC).

The selected candidate will conduct research in the fields of ethical decision making in close collaboration with and under the supervision of scholars from CUBE.

**ADMISSION REQUIREMENTS**

* At the time of application, candidates must have completed a PhD degree, obtained not more than three years before the start date of the fellowship, in the scientific field of Management, Business Ethics or Organizational Behavior;
* The doctoral work should not have been accomplished in the institution awarding the present fellowship;
* Only candidates who do not exceed, with the conclusion of the fellowship contract referred to in this notice, including the planned renewals, a cumulative period of three years in this type of fellowship, consecutive or interpolated, are eligible;

The following skills are required:

* Solid foundation in conducting research in topics including ethical judgment, ethical decision-making, individual decisions with social-economical tension and conflict goals;
* Ability to work individually and collaboratively;
* Written and spoken proficiency in English;
* Potential and desire to publish research papers in top international scientific journals in management or economics;

**WORK PLAN AND GOALS**

The Fellow will work closely with researchers in the scientific field of Business Ethics and Social Entrepreneurship of CUBE.

The main duties of the researcher include:

* In alignment with the Management Group’s research interests, develop research projects aimed at top journals;
* Advance his/her own research projects independently or in collaboration with the faculty of the related scientific field;
* Contribute to the organization of project events and activities (e.g. seminars, workshops);
* Actively participate in research-related activities in the school (e.g., research seminars) and outside of the school (e.g., top scientific conferences).

**APPLICABLE REGULATIONS**

Research Fellow Statute, approved by Law No. 40/2004, of August 18, in the current wording conferred by Decree-Law No. 123/2019, of August 28; current Regulation of Fellowships of Fundação para a Ciência e Tecnologia, I.P. (Regulation No. 950/2019 of December 16th); Regulation of Fellowships of Universidade Católica Portuguesa.

**WORKPLACE AND SCIENTIFIC GUIDANCE**

The workplace is Católica Lisbon School of Business & Economics, in Lisbon. The work will be developed under the scientific guidance of Professor João César das Neves.

**FELLOWSHIP’S DURATION AND START DATE**

The fellowship will be awarded for a period of 12 months, in exclusive commitment full time work (40 hours/week). The fellowship may be renewed up to the fullest extent permitted by applicable regulations (3 years). The renewal of the fellowship contract depends on the research fellow’s evaluation concerning the accomplishment of the work plan, the fulfillment of personal requirements for the fellowship renewal and the availability of funding in the project.

The fellowship is planned to start in July 2023.

**MONTHLY MAINTENANCE ALLOWANCE**

The fellowship’s maintenance allowance is 1 741,00 € per month (free of income tax), according to the table of values of the grants awarded directly by FCT, I.P. in the Country. Further information at <https://www.fct.pt/wp-content/uploads/2023/02/Tabela-de-Valores-SMM_2023.pdf>. The fellowship will be paid monthly by bank transfer.

The fellowship holder will be covered by a personal accident insurance.

If not covered by any social protection scheme, the fellowship holder can ensure the right to Social Security through adherence to the Voluntary Social Security scheme, pursuant to "Código dos Regimes Contributivos do Sistema Previdencial de Segurança Social". Provided that the awarded fellowship has a minimum duration of 6 months, the fellowship holder will be entitled to assume, by UCP, the charges resulting from the contributions that apply to the first bracket referred to in article 36 of Decree-Law no. 40/89, of 1 February, with the increase in charges arising from the option for a higher incidence base on its own.

**SELECTION METHOD**

The candidates’ final classification shall be presented on a scale of 0 to 20. The final classification evaluates the candidate’s merit and it is calculated by weighing in each factor as follows:

1. Scientific and academic profile: 50%
2. Research and/or work experience: 40%
3. Domain of English language: 10%

Final Classification = (0,50 x A) + (0,40 x B) + (0,10 x C)

A minimum of 15 points is needed for a candidate to be considered eligible for the position.

If necessary, candidates may be called for an interview, in which case the interview will not be scored or weighted in the final classification and will only serve to clarify the information provided.

**COMPOSITION OF THE SELECTION PANEL**

President of the Jury: Professor João César das Neves

Effective Member: Professor Andrea Cavicchini

Effective Member: Professor Wilson Bastos

Substitute Member(s): Professor Guilherme de Almeida e Brito

**REQUIRED DOCUMENTS FOR APPLICATION**

Applications are to be submitted in English.

Applications shall include the following documents:

1. Cover letter;
2. Curriculum Vitae including all the elements to access the admission requirements, namely all the research fellowships previously awarded, if applicable;
3. Doctoral Certificate with date of awarding of the degree;
4. Published articles in international peer-reviewed journals
5. Two letters of reference.

In case of not being possible to obtain the certificate mentioned in 3. until the due date of the application, the candidate may replace them by declarations of their responsibility with the corresponding content, submitted electronically and, in case of grant of the fellowship, send the official certificates to CUBE, before the contract being handled.

**DEADLINES AND SUBMISSION OF APPLICATIONS**

Required documents should be e-mailed to [catolica-lisbon-research@ucp.pt](mailto:catolica-lisbon-research@ucp.pt) from May 31th to June 13th, 2023 (by 5pm Portugal time) with the reference Subject: CUBE-ETHICS-BIPD/2 - #Candidate's name#.

No document that should have been submitted at the application stage may be presented after the deadline set for this purpose in the opening notice. Failure to comply with the deadline set for the submission of the application, as well as the lack of submission or late submission of the documents referred to in this point will determine exclusion from the selection process. False statements provided by the candidates are punishable by law.

**DELIBERATION AND RELEASE OF THE RESULTS**

The selection panel deliberates in accordance with adopted and disclosed selection criteria. Minutes of panel meetings shall include a summary of the meeting content. After application of the selection criteria, the panel shall prepare a ranked list of approved candidates and respective classification.

The ranked list of candidates will be published within 90 working days after the deadline of the applications on the CATÓLICA-LISBON website <https://www.clsbe.lisboa.ucp.pt/research/research-positions>. Candidates will be notified by e-mail once this list is made available.

**PRIOR HEARING, COMPLAINTS AND APPEALS**

In case of unfavorable decision, candidates will have 10 working days after notification to pronounce in a prior hearing, should they wish it, under the terms of the Code of Administrative Procedures. The final decision may be subject to a complaint within a period of 15 working days or, alternatively, of an appeal within a period of 30 working days, with both durations beginning on the date of the initial notification. The complaint or appeal should be addressed to the Rector’s Office (Reitoria) of Universidade Católica Portuguesa. After this notification, and in case there are no allegations, the results will become definitive. Ineligible candidates will be notified by email, with details of the missing eligibility elements.

In the 10 working days after the communication of the final decision, the selected candidate must confirm in writing his/her availability to initiate the fellowship in the proposed date. In case of unavailability, the offer will be made to the next candidate in the ranked list.

**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 submitted within the scope of this tender procedure is processed within the framework of said tender procedure only, and will be treated 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](mailto: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**

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.

**CONTACTS FOR CLARIFICATION**

Universidade Católica Portuguesa

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