

**Notice
Call for Applications**

Accepting applications for a qualification-based competition in the career of teaching staff in the higher education for the position of adjunct professor, in the field of Informatics, in the form of an employment contract in public functions for an indefinite period, to perform functions at Setúbal School of Technology the Polytechnic Institute of Setúbal.

1. Under the terms of section a) nº 1 of article 6º of the Recruitment and Appointment Regulations for Career Academic Staff of the Polytechnic Institute of Setubal (Instituto Politécnico de Setúbal - IPS), as published in the Diário da República, 2nd series, nº 35, of 18 February 2011, as set out in my dispatch of June 30, 2025, invites applications for the above post within a period of thirty working days from the publication of the present announcement in the Diário da República. The positions, which was created but not yet filled within the academic staff of the IPS, is governed by the career structure of the national polytechnic higher education sector at the adjunct professor level, in the field of Informatics and is covered by a public sector employment contract of indeterminate duration.
2. Location – School of Technology of Setúbal, situated on the Setubal Campus of the Polytechnic Institute of Setubal (Escola Superior de Tecnologia de Setúbal – Instituto Politécnico de Setúbal).
3. Number of posts to be filled - 2
4. Contract regime – Public sector employment contract of indeterminate duration, for an initial experimental period of five years according to article 10º-B of Decreto-Lei nº 185/81, of 1 de julho, altered in the Decreto-Lei nº 207/2009, of 31 de agosto, and in the Lei nº 7/2010, of 13 de maio (ECPDESP).
5. Salary position (article 35, nº 1, ECPDESP) – “The salary regime applicable to career teachers and teaching staff hired outside their career is set out in a specific diploma.” — Decree-Law no. 408/89, 18 November, amended by Decree-Law no. 76/96, 18 June, Decree-Law no. 124/99, 20 April, and Decree-Law no. 373/99, 18 September.
6. Job description – The adjunct professor will carry out functions set out in section 4 article 3º of ECPDESP.
7. Recruitment requirements – The following cumulative requirements determine eligibility such that candidates must:
 - a) Satisfy the requirements set out in subsections b) to e) of article 17º of Lei Geral do Trabalho em Funções Públicas (LTFP), approved at Lei nº 35/2014, of 20 June;

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- b) Be the holder of a doctorate or hold the title of specialist, in the specified area, or in an area linked to the area specified in the competition.
8. Validity of the competition
- a) The competition is valid only for the position referred to above and ceases when the post has been filled or if applications are insufficient.
 - b) The competition can also be terminated by a formally justified decision of the President of the IPS which respects the general principles of Portuguese public administration and the corresponding legal, regulatory and procedural limits.
9. Application form:
- 9.1. Applications must be formalized by filling in the standard application form (form A), in paper form, written in Portuguese, available on the IPS website at:
https://www.si.ips.pt/ips_si/conteudos_geral.conteudos_ver?pct_pag_id=30809&pct_parametros=p_pagina=30809&pct_disciplina=&pct_grupo=672
 - 9.2. The application (form A) must be accompanied by a simple photocopy of the qualification certificates, as proof that the candidate meets the application requirements referred to in paragraph 6 of this notice.
 - 9.3. When formalizing the application (form A), must also be accompanied by two copies, in digital format (pendrive) containing the following documents:
 - a) Qualification certificates, proof that the candidate meets the requirements referred to in paragraph 6 of this notice;
 - b) Other diplomas or certificates of the courses referred to in the curriculum vitae, as well as other documents that facilitate the formation of a judgment on the aptitudes of the candidates for the exercise of the functional content of the category of associated professor;

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- c) Detailed curriculum vitae, dated, signed, mandatorily organized according to the evaluation grid, and without containing personal data of a confidential nature (namely affiliation, marital status, residence address, and email, mobile / telephone contacts);
 - d) Work and proof of activities mentioned in the curriculum vitae;
 - e) Completed self-assessment grid (according to the model provided) containing mandatory hyperlinks for each item.
- 9.4. The self-assessment grid is available at:
https://ips.pt/wp-content/uploads/2025/12/Ficha-Atividades-2PA_Inf_v1.xlsx
- 9.5. Applications must be submitted, in a closed envelope, with the proper identification of the candidate's name, the notice number published in Diário da República and the BEP offer code, in one of the following ways:
- a) By registered mail, with acknowledgment of receipt, addressed to the President of IPS, to: Serviço de Recrutamento e Seleção da Divisão de Gestão de Pessoas do Instituto Politécnico de Setúbal, Edifício da Escola Superior de Tecnologia, Campus do IPS, Estefanilha, 2910-761, Setúbal, until the deadline for submitting applications, valid for the date affixed to the registration as the date of dispatch, for the purpose of meeting the respective deadline;
 - b) Delivered personally to the Human Resources Department of IPS, until the deadline for submitting applications;
- 9.6. In order to promote the most appropriate classification of the curriculum elements, candidates must organize the curriculum vitae in accordance with the evaluation grid approved by the jury of the respective competition, as well as present the documents on the pendrives according to that same organization, with the due hyperlinks of the items referred to in the *curriculum vitae* to the respective documents.
- 9.7. Failure to present the works and proof of activities mentioned in the *curriculum vitae* submitted by the candidate implies the non-valuation of the elements in each of the items of the evaluation grid.

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9.8. Applications sent by email are not accepted.

9.9. Candidates with foreign qualifications must prove their recognition, equivalence or registration of a doctoral degree, under the terms of the applicable legislation, obtained up to the deadline for the submission of applications to this competition.

9.10. False statements will be punished under the law.

10. Selection and ranking criteria:

Based on the approved grading rubric, each jury member individually evaluates and ranks the candidates. Each jury member then ranks the candidates based on their evaluation, with the final ranking being determined through successive votes for first place, second place, and so on until the list of candidates is exhausted. Each jury member's vote must be justified based on their individual ranking. It should be noted that items in point 1 and point 2.2 of the evaluation rubric, completed in the last 5 years, will be valued at least twice as high as defined in the rubric.

The final score to be assigned to each candidate (from 0 to 100 points) will be the result of the simple average of the scores assigned by each member of the jury. If the score calculated in the previous point does not respect the final ranking obtained, the evaluation and classification of these candidates will proceed, based on the grid, in a joint and consensual manner among the members of the jury.

The Jury also decided that each candidate must submit: their curriculum vitae and supporting documents for all activities mentioned, in digital format, in the order and numbering of the evaluation grid; the number of pages and impact factor of each article; the duration of each course attended or taught; and complete the aforementioned self-assessment grid, where they must indicate the number of pieces they believe should be considered for each item on the grid, as well as the hyperlinks to the supporting documents, otherwise they will not be evaluated.

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The jury's evaluation will determine the score for each candidate and their respective final ranking, with absolute merit approval being granted to candidates who obtain a total score equal to or greater than 50 points.

11. Evaluation grid:

Criteria		Weighting	Points
1. TECHNICAL-SCIENTIFIC AND PROFESSIONAL PERFORMANCE WITH RELEVANCE IN THE DISCIPLINARY GROUP. In this dimension, the parameters described below will be considered, and the score of the elements obtained in the last 5 years must be multiplied by a factor of at least 2.		50%	
1.1 RESEARCH AND DEVELOPMENT PROJECTS Active participation in research and development projects, in the disciplinary area in which the competition is open or in related areas, is valued (Max. 100 points)		9%	
a)	Project manager responsible for projects with evaluation and external funding (e.g. , FCT, European projects).		up to 15 each
b)	Responsible for other projects with competitive funding.		up to 12 each
c)	Responsible for other projects		up to 8 each
d)	Collaborator on projects with evaluation and external funding (e.g. , FCT, European projects)		up to 10 each
e)	Contributor to other projects with competitive funding.		up to 6 each
f)	Contributor to other projects		up to 4 each
1.2 SCIENTIFIC PUBLICATIONS AND PATENTS Scientific production and its sharing with the scientific community are valued, in the disciplinary area in which the competition is open or in related areas (Max. 100 points)		17%	
a)	Author or co-author of a technical-scientific book		up to 15 each
b)	Book editing or special issue of scientific journals		up to 8 each
c)	Editing of proceedings for scientific events.		up to 6 each
d)	Publication of articles in international scientific journals indexed in Scopus or WOS in the 1st quartile.		up to 10 each
e)	Publication of articles in international scientific journals indexed in Scopus or WOS in the 2nd quartile.		up to 7 each
f)	Publication of articles in an indexed, peer-reviewed international scientific journal.		up to 5 each
g)	Publication of technical and scientific articles in other peer-reviewed journals, or book chapters.		up to 6 each
h)	Publication of technical and scientific articles in proceedings of international conferences with Core indexing (categories A+, A) or equivalent.		up to 10 each
i)	Publication of technical and scientific articles in proceedings of international conferences indexed in Core B category or equivalent.		up to 7 each

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j)	Other technical and scientific articles in conference and workshop proceedings.		up to 5 each
k)	Registered patents and prototypes		up to 15 each
1.3 COMMUNICATIONS AT SCIENTIFIC EVENTS Scientific dissemination is valued, in the disciplinary area in which the competition is open or in related areas (Max. 100 points)		3%	
a)	Communications (panels, keynote speaker, oral presentations) at international scientific events		up to 8 each
b)	Communications (panels, keynote speaker, oral presentations) at national scientific events		up to 4 each
c)	Other communications (panels, oral presentations) and seminars		up to 2 each
1.4 TECHNICAL AND SCIENTIFIC ORGANIZATION The activities mentioned above are valued in the disciplinary area in which the competition is open or in related areas (Max. 100 points).		8%	
a)	Full Member of scientific units/groups funded by the FCT.		up to 3 per year
b)	Member of other Research Units/Centers		up to 3 per year
c)	Reviewing articles for international or national journals or book chapters.		up to 3 each
d)	Reviewing articles for international or national conferences.		up to 3 each
e)	Reviewer of international or national research projects.		up to 9 each
f)	Responsible/co-responsible for scientific committees of international or national technical-scientific congresses/seminars.		up to 9 each
g)	Responsible for/co-responsible for organizing committees of international or national technical-scientific congresses/seminars.		up to 9 each
h)	Member of scientific committees of international or national technical-scientific congresses/seminars.		up to 3 each
i)	Member of organizing committees for international or national technical-scientific congresses/seminars.		up to 3 each
j)	Member of the editorial board of scientific journals indexed in SCOPUS or WOS.		up to 9 each
k)	Member of the editorial board of other scientific journals.		up to 6 each
l)	Other technical and scientific organizational activities		up to 6 each
1.5 SUPERVISION/CO-SUPERVISION OF THESES/DISERTATIONS/REPORTS LEADING TO ACADEMIC DEGREES These activities are valued in the disciplinary area in which the competition is open or in related areas (Max. 100 points)		4%	
a)	Supervision and co-supervision of doctoral theses (completed)		up to 16 each
b)	Supervision and co-supervision of PhD theses (in progress)		up to 8 each
c)	Supervision and co-supervision of Master's theses/projects/internships (completed)		up to 4 each
1.6 PARTICIPATION IN ACADEMIC EXAMINATION BOARDS Participation in academic examination boards is valued. These activities are valued in the disciplinary area in which the competition is open or in related areas (Max. 100 points)		4%	
a)	Doctoral Thesis Examiner		up to 12 each

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b)	Dissertation/Project/Master's Internship Advisor		up to 3 each
c)	Member of the Doctoral Examination Board (non-supervisor)		up to 6 each
d)	Member of the Jury (not supervisor and not Master's program coordinator) for Master's Dissertation/Project/Internship		up to 2 each
e)	Argument of the Jury for Expert Examinations		up to 7 each
f)	Member of the Expert Examination Jury		up to 3 each
1.7 Professional Activities Relevant to the Disciplinary Area The activities listed below will be valued (Max. 100 points)		5%	
a)	Contractual provision of services abroad, including studies, projects, opinions or others.		up to 10 each
b)	Professional experience in a relevant field outside of academia.		up to 2 per year
c)	Other activities considered relevant		up to 6 each
2. TEACHING CAPACITY. Activities in the disciplinary area of the competition and related areas are valued, and in point 2.2 the score of the elements obtained in the last 5 years must be multiplied by a factor of at least 2.		40%	
2.1 TEACHING The activities listed below will be valued (Max. 100 points)		20%	
a)	Proven teaching experience in higher education (polytechnic or university)		up to 4 per year
b)	Number of distinct curricular units (in at least 50% of the CU content) taught in the area.		up to 5 each
c)	Responsible for distinct curricular units in the area.		up to 5 each
2.2 TEACHING MATERIALS The activities listed below will be valued (Max. 100 points)		5%	
a)	Preparation of course notes/manuals/videos to support teaching that cover at least 75% of the course content.		up to 10 per UC
b)	Development of other teaching support materials.		up to 5 per UC
c)	Development of blended/e-learning activities and other pedagogical innovations.		up to 6 per UC
2.3 OTHER EDUCATIONAL ACTIVITIES The activities listed below will be valued (Max. 100 points)		15%	
a)	Guidance and mentoring of students in undergraduate projects/internships.		up to 4 each
b)	Guidance and mentoring of students in CTeSP internships.		up to 2 each
c)	Member of the Jury (not a supervisor or course coordinator) for a Bachelor's Degree Project/Internship.		up to 2 each
d)	Member of the Internship Jury (not a supervisor or course coordinator) for CTeSP (Professional Higher Technical Courses).		up to 2 each
e)	Trainer of Pedagogical Training Courses		up to 4 each
f)	Graduate of Teacher Training Courses		up to 2 each

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g)	Organization of educational events		up to 4 each
h)	Other educational activities		up to 2 each
3. OTHER ACTIVITIES RELEVANT TO THE IPS MISSION		10%	
3.1 ADMINISTRATIVE MANAGEMENT AND PARTICIPATION IN COLLEGIATE BODIES The activities listed below will be valued (Max. 100 points)		7%	
a)	Presidency of a statutory management body		up to 10 per semester
b)	Department coordinator or course coordinator		up to 6 per semester
c)	Participation in management and statutory bodies, participation in department coordination, course coordination, and technical-scientific or pedagogical committees designated by the governing bodies.		up to 4 per semester
d)	Participation in cross-cutting services/units of the Higher Education Institution		up to 4 per semester
e)	Laboratory responsibility		up to 2 per semester
f)	Participation in juries for local entrance exams, accreditations, recognition of skills, and M23 exams.		up to 4 per
g)	Participation in Evaluation/Restructuring/Proposal Committees for Courses (CET, CTeSP, Bachelor's Degree, Master's Degree, Postgraduate Studies)		up to 4 per
h)	Degree-granting course evaluator		up to 6 per course
i)	Other activities considered relevant		up to 3 per
3.2 Participation in Community Engagement Activities The activities listed below will be valued (Max. 100 points)		3%	
a)	Coordination of community relations activities		up to 4 per
b)	Participation in community relations activities or in promoting the courses/institution.		up to 2 per
c)	Participation in International Mobility programs (e.g., Erasmus)		up to 4 per
d)	Elected member of institutional bodies and professional associations.		up to 2 per body /order
e)	Participation in bodies external to the IPS representing the School or the IPS.		up to 2 each
f)	Other participations		up to 3 each
TOTALS		100%	

12. Complementary information to the Evaluation and Selection process.

12.1. The final approved ordering list will be notified to candidates by e-mail with notification of delivery receipt, registered letter or in person and published in the web site at www.ips.pt

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12.2. The minutes of the jury will be made available to applicants on request.

12.3. The documentation submitted by applicants who do not request their return within one year after the termination of the contest will be destroyed.

12.4. The documentation submitted by applicants concerning to contests in litigation appealed, may only be destroyed or returned, after the execution of the sentence.

13. The composition of the jury, is as follows:

President

Maria Luísa Pedro Brito da Torre, Assistant Professor and Director of the Higher School of Technology of Setúbal, of the Polytechnic Institute of Setúbal, appointed under point a) of paragraph 1 of article 23 of the ECPDESP .

Vowels

Alcina Maria Narciso Prata, Coordinating Professor at the Higher School of Technology of Setúbal, Polytechnic Institute of Setúbal;

Carlos José Corredoura Serrão, Associate Professor at ISCTE - University Institute of Lisbon;

Gabriel César Ferreira Pestana, Coordinating Professor at the Higher School of Technology of Setúbal, Polytechnic Institute of Setúbal;

Maria Teresa Caeiro Chambel, Associate Professor at the Faculty of Sciences of the University of Lisbon ;

Sandra Maria Gonçalves de Vilas Boas Jardim, Coordinating Professor at the Higher School of Technology of Abrantes, Polytechnic Institute of Tomar.

14. Equal opportunities - In compliance with section h) of article 9º of the Portuguese Constitution, the public administration, as employer, actively promotes a policy of equal opportunities between men and women in access to employment and career development, taking care to avoid any form of discrimination.

15. The present notice is published in the following:

a) In The 2nd series of the Diário da República;

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- b) In the Public Employment Exchange, in www.bep.gov.pt, on the 1st working day following its publication in Diário da República;
- c) On the internet <https://euraxess.ec.europa.eu> in English;
- d) On the IPS website at <https://www.ips.pt/ips> in Portuguese and English;

Polytechnic Institute of Setúbal,

The President,