

Summary: Opening of a documental international selection tender for the recruitment of an Assistant Researcher, for an indefinite period under the Labor Code, for the Scientific Area of Electrotechnical, Electronics and Computer Engineering, with a specialization in Medical Electronics and Artificial Intelligence, under of private law for the 2Ai - Laboratory of Applied Artificial Intelligence of the School of Technology of the Polytechnic Institute of Cávado and Ave

Doctor Maria José Fernandes, Professor and President of Polytechnic Institute of Cávado and Ave (IPCA), makes it known that, for a period of thirty working days from the business day immediately after the date on which this announcement is publicized, an international documentary selection tender is open for recruitment for the career of an Assistant Researcher, category of the research career described in paragraph a) of article 4 of Decree-Law n.º 124/99, 20 April, which approved the Scientific Research Career Status (ECIC), in the scientific area of Electrotechnical, Electronics and Computer Engineering, with a specialization in Medical Electronics and Artificial Intelligence, following the described in articles 9.º, 10.º and 15.º of ECIC. The researcher will develop his/her activities in the Applied Artificial Intelligence Laboratory (2Ai), School of Technology (EST) of IPCA. This tender, opened by Order No. 8111-A/2022 of the President of IPCA, published in the Diário da República, 2nd serie, n.º 127, 4 of July, after a proposal of the Director of the School of Technology (EST) and the Director of the 2Ai R&D unit, the existence of opinions from the Scientific Council of 2Ai and the Technical Scientific Council of EST, the confirmation of the existence of adequate budget and the existence of a job on the IPCA staff map, is governed by the provisions of ECIC and regulatory standards.

This public announcement was approved, pursuant to paragraph 1 of article 24 of the ECIC, by the Jury in the tender at its meeting on 20 July 2022.

This tender is open under the Program-Contract signed between the IPCA and Portuguese Foundation for Science and Technology, I.P. (FCT) on 2 of February of 2022 with reference No. CEECINST/00039/2021 within the scope of the Stimulus Of Scientific Employment Program (Institutional CEEC) and in accordance with the provisions of n.º 4 of article 28 of the scientific employment regulation (REC), published in the Diário da República by Regulation n.º 607-A/2017 of 22 November.

The contracted researcher will be integrated into the 2Ai research team and will participate in the development of the strategic program of the R&D Unit and IPCA, with particular emphasis on the development of scientific activities in the scientific area and in the area of specialization of the competition.

I – Description:

1 - Workplace

The workplace is in the Laboratory of Applied Artificial Intelligence (2Ai) of the School of Technology (EST) of the IPCA, Campus de Barcelos, Barcelos and/or in other places necessary for the development of research activities.

2 – Number of positions: one (1) position.

3 - Type of legal employment relationship: permanent employment contract under the Labor Code (private law), on a trial basis for 3 (years) in accordance with article 38 of the ECIC, safeguarding the

appropriate exceptions presented in the ECIC and other applicable legislation and regulatory standard, considering the IPCA legal regime, which constitutes a public Foundation under private law, under the provisions of Decree-Law No. 63/2018, of 6 August.

4 – Scientific area, category, career and functional content:

4.1 - Scientific Area: Electrical, Electronics and Informatics Engineering, with specialization in Medical Electronics and Artificial Intelligence.

4.2 - Category and career: Assistant Researcher, as described in the paragraph a) of Article 4 of ECIC.

4.3 - Functional content: The functional content of the post to be filled is that provided in article 5 of the ECIC.

5 - Monthly salary: The monthly base remuneration is 3,230.20 gross euros, corresponding to step 195 of the Auxiliary Researcher category in the attached table of the Scientific Research Career Statute.

6 – Tender deadline:

6.1 - The selection tender is valid for this position only, expiring when the position is taken.

6.2 - The selection tender may also expire by a dispatch of the President of IPCA, respecting the general principles of administrative activity and legal limits.

7 - Jury:

The jury is composed as follow:

President: Professor Doctor Vítor Hugo Mendes da Costa Carvalho, Coordinating Professor at the School of Technology of IPCA, in accordance with the Order No. 8111-A/2022, published in the Diário da República, 2.ª serie, n.º 127, 4 of July.

Effective Members:

- Professor Doctor João Luís Araújo Martins Vilaça, Coordinating Professor at the School of Technology of IPCA.

- Professor Doctor Paulo Jorge Pinto Leitão, Principal Coordinating Professor at the School of Technology and Management of the Polytechnic Institute of Bragança.

- Professor Doctor Júlio Manuel de Sousa Barreiros Martins, Associate Professor at the School of Engineering at the University of Minho.

- Professor Doctor Maria Leonilde dos Reis, Coordinating Professor with Aggregation at the Information Systems Department of the Polytechnic Institute of Setúbal.

8 - Jury operating rules:

8.1 - The jury, in its functioning, will respect the operating rules established in the ECIC.

8.2 - The jury, at its 1st meeting, held on July 20, 2022, approved the criteria for approval in absolute merit of candidates and the ranking of those approved in absolute merit, and the process to which the justified nominal vote will obey, which come referred to below.

8.3 – The jury performs the following acts:

- a) Admission and exclusion of applications;
- b) Appreciation of absolute merit;
- c) Application of selection methods;
- d) Final ranking and selection of admitted candidates;
- e) Audience of interested parties;

8.4 - To comply with the stipulated procedures for performing the acts referred to in point 8.3, each meeting can only take place with at least two-thirds of its members;

8.5 – Decisions are taken by justified vote, defined by an absolute majority of the jury's members that participated in the meeting. Abstentions are not allowed.

8.6 - Minutes are created from all meetings, which contain a summary of all decisions, as well as, the votes of each jury member with the corresponding justification.

8.7 - Without prejudice to the exercise of the functions of President of the jury, when he/she is from the scientific area of the competition, his/her participation in the execution of the stipulated procedures is mandatory to practice the acts referred to in point 8.3.

8.8 - In circumstances where a tie occurs, the president of the jury intervenes taking the final decision.

II – Admission requirements:

9 – Application rules:

9.1 – All candidates must submit an application addressed to the President of IPCA, fully completed in the terms defined in the attached model, including the identification of this notice, full name, affiliation, number and date of the identity card/Citizen's Card or identification number marital status, tax identification number, date and place of birth, marital status, profession, residence and contact address, including email address and telephone number.

9.2 - The application must be accompanied by the following documentation:

- a) Detailed, dated and signed curriculum vitae, organized according to the criteria identified in points 12, 14 and 15 of this public notice, which, in case the application is delivered in person or sent by post, must have a copy in paper and a copy in non-editable digital support (Pendrive). If the application is sent electronically, the detailed, dated and signed Curriculum vitae, organized in order and according to the selection criteria identified in points 12, 14 and 15 of this public notice, must be sent in Portable Document Format (PDF) format. All supporting/evidence documents (namely publications, supporting documents, supporting statements, among others) to the curriculum vitae must be delivered only in digital format. If the candidate does not deliver the supporting documents/evidence, he will not be scored in the respective parameter.

b) Document in digital format, included into the curriculum vitae, justifying if all selected publications are indexed in the Web of Science. Supporting documents and the respective proofs for each article must be presented. Moreover, it must be included the number of citations of each publication, clearly describing the method used to count the number of citations.

c) A document that describes, in no more than 3000 words, the scientific vision that the candidate has for the scientific area of the selected tender inserted into the strategic goals of 2Ai - Laboratory of Applied Artificial Intelligence. This document must be explicitly and justifiably based on the candidate's scientific contributions to the scientific area of the tender. Moreover, it must reveal his/her original and innovative vision for the development of the R&D Unit, based on a national and international growth strategy, showing that the candidate has the necessary capacity for a minimally adequate exercise of the functions associated with the category and scientific area of this selected tender;

d) Document in digital format, included into the *curriculum vitae*, with the indication of candidate's identifiers in scientific indexing platforms, namely Web of Science, «ORCID ID» and «Scopus Author ID»;

e) Certificate of PhD degree and date of obtaining the doctoral degree required for the competition and, in applicable cases, the recognition of that degree, title or certificate under the terms described in point 10.1;

f) A copy of the doctoral thesis in digital format and, in case the candidate holds the title of aggregate or has defended public exams of qualification, of the documents produced by the candidate for that scope, for the jury to assess the suitability of the area scientific contest. If the document is not available in digital format, it is replaced by the delivery of 5 paper copies.

g) If the digital format of the documentation referred to in the previous paragraphs is not available, they may be replaced by the delivery in paper of a number of copies corresponding to the number of members of the jury.

h) Declaration by means of which the candidate declares, under a commitment of honor, that the elements or facts contained in the candidacy are true;

i) Declaration by which the candidate declares, under a commitment of honor, that he/she is not inhibited from exercising public functions, or prohibited from the functions he/she proposes to perform, having the physical strength and psychological profile required for the exercise of the functions and having complied with mandatory vaccination laws.

j) List in non-editable digital format, in case the application is delivered in person or sent by post, which contains the exact identification of all documents, elements or facts that accompany the application.

9.3 - Documents delivered in digital format, either by e-mail or delivered via Pendrive, must respect the Portable document format (PDF), preferably in the PDF/A version, except for situations in which the document to be presented cannot assume the indicated format. , at the risk of not being able to access/download documents, which will be the sole and exclusive responsibility of the candidates and may determine their exclusion from the competition, must comply with the following:

9.3.1. - All documents must be compressed into a single folder in ZIP or RAR format and organized according to numbers 12, 14 and 15 of this notice.

9.3.2. - If case of application through email, in addition to the duty to comply with the provisions of the previous numbers, if it is not possible to send all documents in a compressed folder in a single email, the documents must be sent, preferably, through the WeTransfer platform.

9.3.3. - The name/designation of the files: /, \, |,;, *, ?, ",> and <.

a) It should be as succinct/short as possible, to avoid difficulties when downloading;

b) It should not include the following characters:

9.4. - The documents required in the public notice must be scanned from original or authenticated documents.

9.5 - The application and other application documents may be submitted in Portuguese or English, by electronic means to the e-mail drh@ipca.pt with the identification in the subject of the number of this public notice, or in person or by registered mail, at the Human Resources Division, on the IPCA Campus, Vila Frescaíinha S. Martinho, 4750 – 810 Barcelos. In case of delivery in person or by registered mail, the application and the respective summarized curriculum vitae must only be sent in paper format (without supporting documents), and the remaining elements must be made available in digital format (through a Pendrive), except for the previously described points.

9.6 - Candidates who are part of the teaching career of IPCA or have a contract with IPCA are exempted from presenting the documents proving the requirements contained in their individual files.

9.7. - The submission of an application and documents that do not explicitly and fully comply in form and content with the requirements referred to in points 9.1 to 9.4, failure to meet the deadline for submitting the application, failure to submit or late submission of any of the documents referred to in subparagraphs a) to j) of point 9.2, mandatory submission, determine the exclusion of the application.

9.8. - False declarations or the presentation of a false document determine the immediate exclusion from the tender.

9.9 - The process can be consulted at Divisão de Recursos Humanos, Campus do IPCA, 4750 - 810 Vila Frescaíinha S. Martinho - Barcelos, during office working time and previous appointment through the electronic address: drh@ipca.pt

10 – Admission requirements:

10.1 - The admission requirements are those defined in article 10 of the ECIC and, taking into account the fact that the Scientific Technical Council has not identified scientific areas related to the one for which this competition is open, only the:

a) Holder of a doctoral degree in the scientific area of the contest, or, even, those who, although from a different area, have a relevant scientific curriculum in this area;

b) If the doctorate has been awarded by a foreign higher education institution, it must comply with the Order n.º 66/2018, of 16 August (*i.e.* degree recognition in Portugal), and any formalities established therein must be completed by the application date.

c) Auxiliary researchers from another institution, in the scientific area of the competition, or even those who, although from a different area, have a relevant scientific curriculum in that area can also apply.

11 — Decision on admission of candidates:

11.1 — The jury starts evaluating the admissibility of each candidate.

11.2 — Applications that meet the requirements referred to in points 9 and 10 are admitted by deliberation of the members of the jury.

11.3 — Failure to comply with any of the requirements referred to in points 9 and 10 determines the exclusion of the application, which is communicated to the candidates to the postal or electronic address referred to in their application, for the purpose of holding a hearing of interested parties, under the terms and for the purposes provided for in article 121 et seq. of the Code of Administrative Procedure.

11.4 — After the hearing of interested parties, the jury, in a subsequent meeting, evaluates the allegations offered and approves the final list of admitted and excluded candidates.

III – Absolut Merit

12 – Analysis of Absolut merit

12.1 - Applications accepted under the terms of point 11 are subject to examination on absolute merit.

12.2 - Absolute merit is analyzed based on: (i) in the scientific project mentioned in point c) of point 9.2. and (ii) the merit of the candidates' global curriculum in the scientific area of the tender in accordance with the specific requirements indicated in sub-point 12.3.

12.3 – The candidate must cumulatively meet the following specific requirements:

a) Sum of the number of publications (only works published since 2017, inclusive, will be considered), corrected by the publication's impact factor and the respective authorship position (P), greater than or equal to 60 (sixty), calculated according to the following formula:

$$R = \sum_{i=1}^n (F_i \times f_i \times q_i)$$

where variable i refers to the publication where n is the upper limit, F_i is the impact factor for the publication i (Web of Science) for the year of publication or, if not yet available, the year prior to publication, and for recent journals, the first assigned Impact Factor value, f_i is the author position correction factor for each publication i ($f = 1$ first or last author; $f = 0.75$ second or penultimate author; $f = 0.5$ third author, $f = 0,25$ other position), and q_i quartil correction factor for each publication i (based on Web of Science, $q = 1$ if Q1, $q = 0.75$ if Q2, $q = 0.5$ if Q3 e $q = 0.25$ if Q4). The quartile is defined according to the year of publication or, if it is not yet available, to the year before it, and in the case of recent journals, the first value assigned. If a scientific journal is placed in multiple quartiles, the maximum quartile is used.

b) A minimum of 5 (five) articles published, as the first author, in scientific journals of the 1 (one) quartile, defined according to Web of Science, since 2017, inclusive. The quartile is defined according to the year of publication or, in case it is not yet available, to the year prior to publication, and in the case of recent journals, the first value assigned. If a scientific journal is included in multiple quartiles, the maximum quartile is used.

c) A minimum of 1 (one) article published since 2017 (inclusive), in scientific journals of the 1 (one) quartile, defined according to the Web of Science, on the topic Deep Learning.

d) A minimum of 20 (twenty) articles published in Quartile 1 (one) or Quartile 2 (two), defined according to the Web of Science, since 2017, inclusive. The quartile is defined referring to the year of publication or, in case it is not available, to the year before it, and in the case of recent journals, the first value assigned. If a scientific journal is placed in multiple quartiles, the maximum quartile is used.

e) Number of citations, according to Scopus, greater than or equal to 250 (two hundred and fifty);

f) A citation level that ensures a minimum h (Scopus) index of 10.

g) Participation as a member of the research team in at least 5 (five) funded projects (in progress or completed as of 2017), related to the scientific area and specialization of the tender.

h) Funding of more than 150 (one hundred and fifty) thousand euros in research and development projects since 2017.

i) Participation as a member of the research team in at least 1 funded project (underway or completed since 2017) through the H2020 or Horizon Europe programme.

j) A patent granted or at the entry of the US national and/or regional phase with the EPO, since 2017, in areas related to Artificial Intelligence and/or Medical Robotics;

12.4 - Absolute merit is expressed by the formulas “rejected” or “approved”.

12.5 - To verify the approval on absolute merit, each candidate must obtain the favorable vote of the absolute majority of the members of the jury.

12.6 - The decision of not approving in absolute merit and consequently of exclusion is taken by an absolute majority, and each member of the jury must present a document with the reasons for their vote.

12.7 - In case of non-approval on absolute merit, the jury will conduct a prior hearing of the rejected candidates for the purpose of holding a hearing of interested parties, under the terms and for the purposes set out in article 121 et seq. of the Code of Administrative Procedure.

12.8 - After the hearing of the interested parties, the jury, in a subsequent meeting, evaluates the allegations offered and approves the definitive list of rejected and approved candidates on absolute merit.

IV – Selection Methods:

13 – Selection Methods:

13.1 - The selection method adopted is the curricular evaluation and the scientific works - its purpose is to assess the performance and ability to exercise the functions associated with the category and scientific area of this selection tender, based on the evidence expressed in the procedural documents submitted to the tender, in order to demonstrate the suitability of the candidate's profile to the real needs of the I&D unit regarding the reinforcement of its research team that justified the opening of the vacancies.

13.2 - The curriculum evaluation is expressed on a scale from 0 to 100 points, with valuation up to the hundredths, with the classification obtained through the weighting defined in the criteria to be evaluated.

14 – Curricular Evaluation:

14.1 - In the curricular evaluation, the following evaluation criteria must be considered and weighted, in accordance with the requirements of the functions corresponding to the category of this tender, namely:

- a) Professional experience and professional training;
- b) Quality of the candidates' scientific and technical work;
- c) Participation/Development/Provision of services to community;
- d) Contributions to scientific supervision activities;
- e) *Participation in management bodies.*

14.2 - The following weighting factors are assigned to the criteria listed in section 14.1:

- a) Professional experience and professional training: 15%;
- b) Quality of the candidates' scientific and technical work: 65%;
- c) Participation/Development/Provision of services to community: 5%;
- d) Contributions to scientific supervision activities: 5%;
- e) *Participation in management bodies: 10%.*

15 – Evaluation Criteria:

15.1 – For the evaluation criteria described in point 14 the following parameters are considered:

- a) Professional experience and professional training (VET), to be weighted with 15%:
EFP1 - Academic qualifications, to be weighted at 80%, the candidate's area of training will be taken into account: PhD in Biomedical Engineering, Electronic Engineering, Computer Engineering (up to 100 points), PhD in a different area who have a relevant scientific curriculum in this area (up to 60 points).

EFP2 – Professional experience (including teaching activities and/or advanced training), to be weighted with 15%, will take into account the number of years of professional experience within the scientific area of the competition, including functions as a contracted researcher (up to 25 points), involvement in teaching and/or advanced training activities, namely: number of years of teaching (up to 25 points), evaluation of pedagogical performance (up to 10 points), monitoring and guidance of undergraduate and technological specialization students (up to 25 points), participation in scientific committees of master's/doctoral courses (up to 15 points).

EFP3 – Professional training, to be weighted with 5%, will take into account the number of professional training courses within the scientific area of the competition, including participation in scientific conferences and training workshops in the area (up to 100 points).

b) Quality of the candidates' scientific and technical work (QTCT), to be weighted with 65%:

QTCT1 — Scientific or Technological Production, to be weighted with 70%. Quality and quantity of scientific or technological production in the area for which the tender is open (articles published in international scientific journals with peer-review, including review articles, book editions, book chapters, conference communications), as well as, recognition provided by the scientific community (translated in the quality of the publications, in the impact of this scientific production and in the number of citations) and by open science practices (translated by the availability of production and data in open access, as well as open science promotion practices). This parameter will be weighted as follows: Publication of articles in peer-reviewed scientific journals in the tender scientific area (up to 75 points), other communications, namely abstracts in conference and proceedings (up to 20 points), and open science practices (translated by making production and data available in open access – up to 5 points).

QTCT2 — Contribution to scientific guidance activities in scientific projects, to be weighted with 20%. Quality and quantity of scientific projects that the candidate has coordinated, co-coordinated or participated in, in the area for which the tender is open, funded on a competitive basis, through national, European or international agencies, or funded by companies. To assess the quality, consideration must be given to the funding obtained, the requirements of the tenders, the evaluations of the projects carried out (if this information is available), including the projects in progress, and the results achieved/conducted, in particularly if they had an impact on the generation of value, through the creation of products or services with an impact on society. The diversity of funding entities will also be valued. This parameter will be weighted as follows: Coordination or coordination of scientific projects in the area of the tender (up to 45 points), Participation in scientific projects in the scientific area of the tender (up to 45 points) and Diversity of funding entities in the scientific projects (up to 10 points).

QTCT3 — Intervention in the Scientific Community, to be weighted with 10%. Assessment of the ability to intervene in the scientific community, expressed, in particular, through the organization of scientific events, participation in the evaluation of projects and scientific articles, oral and poster presentations at conferences, presentation of guest lectures, as well as the recognition obtained through the attribution of scientific recognition awards, participation in mobility programs, participation in European networks, activities in scientific societies or other distinctions and their respective impact on the scientific community. This parameter will be weighted as follows: Participation in organizing committees of national and international scientific events (up

to 20 points), participation in the evaluation of projects and scientific articles (up to 5 points), oral communications at conferences (up to 10 points), communications by conference poster (up to 5 points), guest lecture presentation (up to 5 points), scientific recognition awards (up to 25 points), participation in mobility programs (up to 20 points) and participation in European networks (up to 10 spots).

c) Parameters for evaluating the Participation/Development/Provision of services to community (PSCTT), to be weighted with 5%:

PSCTT1 — Patents/Intellectual Property Registrations and technology transfer, to be weighted with 60%, namely being an inventor or co-inventor of patents and/or utility models and registrations of ownership of intellectual property rights (up to 70 points), or have successfully carried out technology transfers (up to 30 points). The assessment of this criterion must also take into account the economic value resulting from these actions (patents, technology transfer) and their impact on society;

PSCTT2 — Activities of Cooperation and Connection to the Industry, to be weighted with 20%. Participation in activities that involve cooperation with the industry (up to 80 points), and creation of spin-offs and participation in entrepreneurship actions (up to 20 points).

PSCTT3 - Participation/Development/Provision of services to community, to be weighted with 20%. Organization/participation in science dissemination initiatives (up to 30 points), provision of services to the community (up to 40 points) and participation in science promotion actions or training actions dedicated to the general public (30 points).

d) Parameters for evaluating contributions to scientific supervision activities (CAOC), to be weighted with 5%:

OA1 — Participation in the Supervision/Co-supervision of master's students, to be weighted with 80%, namely by evaluating the number of Master/Doctoral Supervisions/Co-supervisions completed (up to 50 points) or in progress (up to 50 points), as well as the relevance of the subject(s) evaluated for the area for which this tender was opened;

OA2 — Participation in Scientific/Academic Juries, to be weighted with 20%, namely evaluating the number of participations (up to 100 points), as well as the relevance of the subject(s) evaluated for the area for which this selection tender was opened;

e) Parameters for the evaluation of Participation in Management Bodies (POG), to be weighted with 10%:

POG1 - Participation in management bodies related to R&D units, to be weighted at 100%, namely assessing the number of holdings and the degree of differentiation/complexity associated with the bodies dedicated to the R&D units in which it participated and the respective quality in which it participated. It should be taken into account the participation in scientific committees of R&D Units (up to 25 points), participation in juries for the hiring of research staff (up to 25 points) and research grant holders (up to 25 points) and also the participation in other management bodies and committees associated with the R&D unit (up to 25 points);

15.2 – The weights associated with the evaluation parameters are shown in the following table:

Criteria	Parameter	Weight (%)
Professional experience and professional training – 15%	EFP1 – Academic Qualifications	80%
	EFP2 – Professional experience (including teaching activities and/or advanced training)	15%
	EFP3 – Professional Qualification	5%
Quality of the candidates' scientific and technical work - 65 %.	QTCT1 - Scientific or technological production	70%
	QTCT2 – Contribution to scientific guidance activities in scientific projects.	20%
	QTCT3 - Intervention in the scientific community.	10%
Participation/Development/ Provision of services to community - 5 %.	PSCTT1 - Patents/Intellectual Property Registrations and Technology Transfer.	60%
	PSCTT2 - Activities of cooperation and connection to the industry.	20%
	PSCTT3 – Participation/Development/Provision of services to community	20%
Contributions to scientific supervision activities -5%	CAOC1 - Participation in Supervision/Co-supervision of Master's students	80%
	CAOC2 - Participation in scientific/academic juries	20%
Participation in management bodies – 10%	POG- Participation in management bodies related to R&D units	100%

16 - Rules for classification of candidates:

16.1 - Each member of the jury produces a written document, attached to the minutes of the final ranking and selection of candidates, with the final classification assigned to each candidate and the respective order list, taking into account the evaluation criteria and parameters and corresponding weighting factors contained in the present public tender.

16.2 - The document described in point 16.1 must include reasons that identifies the respective cognitive path and understanding how the differentiation between the candidates was performed.

VI - Ordering and Selection:

17 - Voting process for final ordering:

17.1 – The jury decides through nominal voting based on the adopted and published selection criteria, with no abstentions allowed.

17.2. - The voting process to be used to decide on the final ranking of candidates will be as follows:

- a. In the various votes, each member of the Jury must respect the order presented in the written document, with no abstentions being admitted.

- b. The first round is intended to determine the candidate to be placed first;
- c. If a candidate obtains more than half of the votes, he/she is placed in 1st place. If this does not happen, the vote is repeated after removing the candidate with the lowest number of votes in the first vote.
- d. In the event that there is a tie between two or more candidates in the least voted position and there is at least one that was not in that position, a vote is made only on those who were in the last position, to break the tie. If in this restricted vote the tie persists, the President of the Jury decides which candidate to eliminate.
- e. If all candidates are tied in the first vote, the vote is repeated, after a period of discussion between the members of the jury. If the tie persists, it is up to the President of the Jury to decide which candidate to eliminate.
- f. The process is repeated until a candidate obtains more than half of the votes for first place. Once that candidate is removed, the whole process is repeated for the second place, and so on, until an ordered list of all candidates is obtained.

18 - Notification:

18.1 - The final ordering project is notified to candidates, so that they can comment for the purposes of holding the hearing of interested parties, under the terms of article 121 and following of the Code of Administrative Procedure.

18.2 - After the hearing of the interested parties, the jury considers the allegations offered and approves the final ranking list of candidates.

19 - Publication of results:

19.1 - The final ranking list of candidates is submitted for approval by the IPCA President, and the candidates are notified of the approval order. The list with the admitted and excluded candidates, as well as the Final Ordering List of the approved candidates, are published on the Human Resources Division's website on the website of IPCA Internet <https://ipca.pt/ipca/servicos-ipca/recursos-humanos/> and posted in the Human Resources Division, on the IPCA Campus, Vila Frescaíña S. Martinho, 4750 – 810 Barcelos.

19.2 - The final classification list must be drawn up by the 60th day after the date of approval of the list of admitted and excluded candidates, if there is no pending appeal for annulment with suspensive effect.

20 - Policy of non-discrimination and equal access: The IPCA actively promotes a policy of non-discrimination and equal access, whereby no candidate can be privileged, benefited, disadvantaged or deprived of any right or exempt from any duty on grounds, in particular, of ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, origin or social condition, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs and trade union membership.

21 - In compliance with paragraph h) of article 9 of the Constitution, the IPCA, as an employer, actively promotes a policy of equal opportunities for men and women in terms of access to employment and professional development, scrupulously providing for the avoidance of any and all any form of discrimination.

22 - The processing of personal data under the tender procedure follows the personal data protection policy available at: <https://ipca.pt/ipca/apresentacao/o-ipca/politica-de-privacidade-e-protecao-de-dados/>.

23 - The selection of candidates to be hired will be conditional, with the conclusion of the corresponding employment contracts depending on budget availability and corresponding funding within the scope of the aforementioned legislation and the regulations and rules established by the Fundação para a Ciência e Technology, I.P. (FCT).

[DAY], [MONTH], [YEAR] - The President of IPCA, Professor Doctor Maria José da Silva Fernandes

ANNEX
APPLICATION

Dear President of Polytechnic Institute of Cávado and Ave

Name (...), birthdate (...), VAT N.º (...), identification card n.º (...), address (...), postal card (...), mobile phone (...), e-mail (...), literary abilities (...), hereby requests that you kindly accept my application for the international competition for recruitment in the form of an uncertain term contract under the Labor Code and Decree-Law N.º 124/1999 of 20 April, of 1 Assistant Researcher in the scientific areas of _____, according to a notice published in the Diário da República no __, 2nd series, of __/__/__, with Ref. (...).

Further declares that it agrees to receive by email the communications and notifications resulting from the present selection tender procedure.

Find attached the following documents: (...)

(Place and date)

(Signature)