

ANNOUNCEMENT FOR THE AWARD OF A RESEARCH GRANT IN THE CONTEXT OF R&D PROJECTS AND INSTITUTIONS

Reference: IPCA-ESG-CICF-1BI-2023-F

Number of vacancies: 1 vacancy

R&D Unit: Research Centre on Accounting and Taxation (CICF)

A call for applications is now open for the award of 1 Research Grant (BI) for graduate students within the scope of the R&D unit Research Centre on Accounting and Taxation (CICF), financed by national funds through FCT/MCTES (PIDDAC) with the reference UIDP/04043/2020, under the following conditions:

Scientific Area: Taxation, Tax Policy, Tax Management, and similar areas

Admission requirements: Higher education leading to a degree in Taxation, Accounting, Management or similar areas, and enrolment in a master's or doctoral course or non-academic degree awarding course integrated in the educational project of a higher education institution. Preference will be given to candidates who meet the following requirements: (1) mastery of the English language (oral and written); (2) experience using data analysis and processing tools (e.g., SPSS, STATA and Excel) and (3) experience in performing research work and writing reports or articles.

Work Plan: The research grant is intended to finance the execution, by the grantee, of activities to support research within the activities and strategy plan of the Research Centre on Accounting and Taxation, particularly in the following research line of the R&D Unit: Taxation. The grant holder will participate in bibliographic research activities, support in the collection, analysis and statistical treatment of data, support in the organization of meetings and events, support in the preparation of communications and papers, support in the submission of projects and ongoing projects.

Applicable legislation and regulations: Law nº 40/2004, of 18 August (Statute of the Research Grant holder), in its current version published by Decree-Law no. 123/2019 of August 28; Regulation of Scholarships and Research of the Foundation for Science and Technology (Reg. nº 950/2019 of December 16): <https://www.fct.pt/apoios/bolsas/regulamento.phtml>; Research Grants Regulation of the Polytechnic Institute of Cávado and Ave, published by Regulation no. 821/2020 Diário da República n.º 191/2020, Série II de 2020-09-30).

Workplace: The work will be carried out in the facilities of the Research Centre on Accounting and Taxation of the School of Management of the Polytechnic Institute of Cávado and Ave, under the scientific supervision of Professor Ana Arromba Dinis.

Scholarship duration: The fellowship will last for 12 months, scheduled to start in October 2023, as long as the financing of the project is assured, and it is in execution. The scholarship contract may be eventually renewable, if the candidate meets the conditions for another 12 months, up to the maximum time limit in which funding for the project is guaranteed, if it is not denounced, in writing, with 60 days prior notice by either party

Monthly maintenance allowance amount: The amount of the grant corresponds to € 930,98, according to the table in Annex III of the Research Grants Regulation of the Polytechnic Institute of Cávado e do Ave, in accordance with the update authorized by order of the President of the IPCA for the year 2023. This amount will be paid monthly by bank transfer.

Other benefits: Reimbursement of the Voluntary Social Insurance, corresponding to the 1st Echelon of the contributory base, and Personal Accident Insurance.

Applications evaluation: Applications will be evaluated considering the selection criteria set out below. In case of withdrawal of the selected scholarship holder, the second candidate from the ordered list of candidates will be automatically selected, and so on, until the number of candidates accepted is exhausted.

Selection methods: The evaluation methods will be the following: Curricular evaluation (CE), with a weighting of 60%; and Selection Interview (SI), with a weighting of 40%.

a) The Curricular Evaluation (CE) is based on the following criteria:

- Classification obtained in the Bachelor's degree: 50%
- Proficiency in English (oral and written): 15%;
- Experience in the use of data analysis and processing tools: 15%
- Scientific experience in the area: research work and communications presented at scientific events: 20%.

Each criterion will be valued from 0 to 20

b) The Selection Interview (SI) will have a maximum duration of 30 minutes and is based on the following criteria:

- Motivation and interest for the position: 25%;
- Capacity for expression, argumentation, and verbal fluency: 25%;
- Posture and teamwork experience: 25%;
- Compatibility with the work plan profile: 25%.

Each criterion will be valued from 0 to 20

c) The final ranking of the candidates is made according to the classification scale from 0 to 20 values, as a result of the weighted arithmetic average of the quantitative classifications obtained in each selection method according to the following formula:

$$FC = CE*(60\%) + SI*(40\%)$$

Where:

FC = Final classification

CE = Curricular Evaluation

SI = Selection Interview

Candidates who do not attend the interview, for reasons not legally justified, will be excluded, regardless of the score obtained in the curriculum evaluation, as well as candidates with a final classification lower than 9.50.

Selection Jury: The Jury is composed of:

President:

- Professor Ana Arromba Dinis

Effective members:

- Professor Liliana Pereira
- Professor Fátima David

Alternate members:

- Professor Sónia Monteiro
- Professor Patrícia Gomes

Form of advertising/notification of results: The final results of the evaluation will be publicized, through a list sorted by the final grade obtained, posted in a visible and public place of the IPCA, on <https://ipca.pt/> and on <https://euraxess.ec.europa.eu/>, and the candidate approved will be notified by e-mail with delivery receipt of the notification, in the terms of article 19.º, no. 1, of the Research Grants Regulation of the Polytechnic Institute of Cávado and Ave. All results will be published on the IPCA and CICF website.

Interested parties' participation: The assessment results project is notified to candidates, by e-mail with receipt of delivery, so that they can comment for the purpose of holding a hearing of interested parties, under the terms of article 121 and following of the Code of Administrative Procedure, to email geral_cicf@ipca.pt. In the absence of a response from the candidates, the final assessment list project becomes definitive.

Decision: Once the prior hearing period has elapsed, or the issues raised within this scope have been considered, the jury draws up the final ranking list of the admitted candidates, submitting it, together with the remaining parts of the procedure, to the approval by the IPCA President.

Application deadline and form of submission of applications: The contest is open for a period of 10 working days after publication on <https://euraxess.ec.europa.eu/>.

Applications must be sent exclusively by email to the address geral_cicf@ipca.pt, duly referenced in the subject of the message.

Applications must be formalized, mandatorily, by sending a presentation letter accompanied by the following documents: Curriculum Vitae, Certificate of qualifications, Proof of enrolment in a master's, doctoral non-academic degree awarding course integrated in the educational project of a higher education institution, and other relevant supporting documents (considering admission requirements).

Curriculum Vitae and Certificate of Qualifications must be presented, the non-delivery of which determines the exclusion. Proof of enrollment in a master's, doctoral or non-conferring courses must be presented until the grant is contracted.

The candidate must attach a declaration of commitment of honor to confirm that they meet the requirements for enrolment in an integrated master's degree, master's or doctoral program.

If the candidate is not a Portuguese citizen, documental prove, at the time of signing the grant award contract, that he/she has authorization to lawfully remain in Portuguese territory and that enables him/her to sign the contract resulting from the grant award.

If the required qualification has been granted by a foreign higher education institution, it must comply with the provisions of Decree-Law No. 66/2018, of August 16 scholarship award.

Applications sent by other means or extemporaneous and incorrectly instructed will not be accepted.

Complaint: Complaints from the final ordering list, duly ratified, may be made to the IPCA president, to be submitted within 15 working days from the notification to the email geral_cicf@ipca.pt, which does not have a suspensive effect.

Non-discrimination and equal access policy: - The IPCA actively promotes a policy of non-discrimination and equal access, so that no candidate can be privileged, benefited, harmed or deprived any right or exemption from any duty due, in particular, to ancestry, age, sex, sexual orientation, marital status, family status, economic status, origin or social status, genetic heritage, reduced work capacity, disability, illness chronicle, nationality, ethnic or race origin, territory of origin, language, religion, political or ideological convictions and union membership.

A Presidente do Instituto Politécnico do Cávado e do Ave

Professora Doutora Maria José Fernandes

ANNEX I

Templates

Modelo do Relatório Final de Apreciação do Programa de Bolsa a elaborar pelo Bolseiro

Identificação do bolseiro:

Identificação da bolsa, do projeto e entidade de acolhimento:

Orientador científico da bolsa:

1. Objeto e objetivos da bolsa

[De acordo com o tipo de bolsa, anúncio e plano de atividades]

2. Trabalhos desenvolvidos

[Apresentação cronológica das atividades desenvolvidas, incluindo listagem das publicações e trabalhos elaborados no âmbito do contrato de bolsa com os respetivos endereços URL, bem como cópia do respetivo trabalho final, no caso de bolsa concedida para obtenção de grau ou diploma académico].

3. Resultados

[Descrição sucinta dos resultados alcançados e eventuais desvios]

4. Apresentação dos resultados alcançados

5. Autoavaliação e avaliação do programa de bolsa

[Análise crítica do trabalho desenvolvido, conhecimentos adquiridos e avaliação geral – positiva ou negativa – do desempenho e do programa de bolsa]

Nota: Anexos a apresentar em formato eletrónico: Publicações e Trabalhos elaborados no âmbito do Contrato de Bolsa e cópia do Trabalho Final apresentado, no caso de Bolsa concedida para a obtenção de grau ou diploma académico. Em caso de bolsa de participação em reuniões científicas anexar comprovativo de presença na reunião.

Barcelos, ____ de _____ de 20__

O Bolseiro de Investigação, _____ (nome completo)

Modelo de Relatório Final de Avaliação da Atividade do Bolseiro de Investigação Científica a elaborar pelo Orientador Científico

Orientador científico da bolsa:

Identificação da bolsa, do projeto e entidade de acolhimento:

Bolseiro:

1. Análise crítica das atividades e do trabalho desenvolvidos pelo bolseiro

[Breve descrição das atividades desenvolvidas pelo bolseiro, de acordo com o anúncio e o plano de atividades e apreciação crítica dos objetivos e resultados atingidos pelo bolseiro.]

2. Avaliação final do trabalho desenvolvido pelo bolseiro

[Apreciação global fundamentada do trabalho desenvolvido pelo bolseiro, com balanço final positivo ou negativo, abordando o seu desempenho, esforço e dedicação]

Barcelos, ____ de _____ de 20__

O Orientador Científico da Bolsa, _____ (nome completo)

ANNEX II

Research Scholarship Contract

BETWEEN:

FIRST: INSTITUTO POLITÉCNICO DO CÁVADO E DO AVE, collective entity number 503494933, with head office at Avenida Professor Doutor João Carvalho, Campus do IPCA, 4750-810 Barcelos, represented in this act by its President, Maria José da Silva Fernandes, hereinafter referred to as the **First Party**

and

SECOND: ____, of nationality ____, born on __-__-____, bearer of ____ (Citizen Card/Identity Card/Passport/Other) n.º ____, valid until __-__-____, tax payer no. ____, resident at ____, hereinafter referred to as the **Second Party**,

The present research grant contract is entered into in good faith and reciprocally accepted under the Research Grant Holder Statute, approved by Law No. 40/2004, of 18 August 2004, in its current wording, and the IPCA Research Grant Regulation, which is governed by the following clauses:

CLAUSE 1 – The **First Party** undertakes to grant the Second Party a scholarship of ____ (indicate and characterise the type of scholarship and its reference) under the project "____" (indicate the reference and title of the project it is part of, if applicable) financed by _____, for the period of ____ (indicate months or days, as applicable), ____ (possibly renewable OR non-renewable), starting on __-__-____.

CLAUSE 2 – 1. The **Second Party** undertakes to carry out the work set out in the plan of activities attached to this grant contract, the content of which it declares to have been fully aware of and to accept without reservation as of the date of the beginning of this contract.
2. The performance of tasks by the **Second party** as a grant holder is carried out on an exclusive dedication basis under the terms of article 5 of the Research Grant Holder Statute.
3. The **Second Party** will work at ____, located in __, which acts as host entity, with ____ (name and institution) as Scientific Advisor.

CLAUSE 3 - The **Second Party** shall be granted the rights outlined in the law, according to its situation, namely in articles 9 to 11 of the Research Grant Holder Statute, in the applicable regulation(s) and in the present contract.

CLAUSE 4 - The Second Party undertakes to comply with the duties, applicable to its situation, as outlined in the law, namely in article 12 of the Research Grant Holder Statute, in the applicable regulation(s) and in the present contract.

CLAUSE 5 – 1. The monthly maintenance allowance is €____,__, (___), payable monthly by cheque or bank transfer.

2. The **Second Party** shall also be covered by a personal accident insurance policy for the duration of the grant, the conditions of which he declares to have read and accepted without reservation.

3. The following scholarship components are also added_____ (indicate if applicable).

CLAUSE 6 – 1. The present contract does not generate any legal-labour or service provision relationship, and the grant holder does not acquire the status of a worker in public functions.

2. No allowances for food, Christmas, holidays, or any other benefits not foreseen in the Research Grant Holder Statute, in the applicable regulation(s), and in the present contract shall be due.

CLAUSE 7 – 1. The Research Grant Holder Statute and the IPCA Research Grant Regulation are applicable to the present contract, of which the grant holder declares to have learned of.

2. Any omitted cases will be decided by the IPCA President after hearing the Scientific Advisor.

CLAUSE 8 – The causes of termination of the contract are those foreseen in the Research Grant Holder Statute and in the IPCA Research Grant Regulations.

The parties declare to be in agreement with the clauses of this contract, which is made in duplicate, both copies being valid as originals, one copy to be kept by each of the parties.

Barcelos, __ of _____ of _____.

The First Party,

The Second Party