

Notice no. 2698/2025/2-ESG-EcoGes

Summary: Opening of a tender for the recruitment of an auxiliary researcher for career admission through the celebration of an employment contract for an indefinite period of time, under private law, in accordance with the labour code, for the scientific area of economics and management, sub-area of accounting, for the Research Centre on Accounting and Taxation of the School of Management of the Polytechnic Institute of Cávado and Ave.

PhD Maria José Fernandes, Principal Coordinating Professor and President of the Polytechnic Institute of Cávado and Ave (IPCA), makes it known that, for a period of fifteen (15) working days from the working day immediately following the publication of the announcement in the Diário do Minho newspaper, the Público newspaper and in the 2nd Series of the Diário da República with the full announcement on the link <https://ipca.pt/procedimentos-concursais/pessoal-investigador/>, a tender procedure, of international scope, is open for the recruitment, in the form of an employment contract for an indefinite period established under private law, of an Auxiliary Researcher, in the scientific area of Economics and Management, sub-area of Accounting, for the Research Centre on Accounting and Taxation (CICF) of the School of Management (ESG) of IPCA.

This tender procedure, opened by order of January 22nd, 2025 of the President of IPCA, at the proposal of the Director of the CICF Research Centre with the prior favourable opinion of the Director of ESG, with the favourable opinions of the Scientific Council of the CICF and the Technical-Scientific Council of ESG and confirmation of the existence of an adequate budget, is governed by the provisions of the IPCA Career, Recruitment and Hiring of Research Staff Regulation, approved by Order no. 679/2025, published in the 2nd series of the Diário da República no. 10/2025, herein referred to as the Regulation, by the Labour Code and by other applicable legislation and regulations.

This tender procedure is funded under the FCT-Tenure Programme, financed by investment RE-C06-i06 - "Ciência Mais Capacitação" of the PRR through Next Generation EU and by tax revenue from the FCT budget as provided for in number 3 of Article 33 of the State Budget Law for 2025, with the aim of promoting the hiring of doctoral graduates exclusively for permanent positions through integration in the research career. Considering the funding rules, those who are integrated in a research career or in a higher education teaching career cannot apply.

I - Characterisation of the competition:

1 - Workplace:

The workplace is located at the CICF facilities of IPCA's ESG, Barcelos Campus, Barcelos, at other IPCA premises located in Braga, Guimarães, Esposende, Vila Nova de Famalicão and Vila Verde, and/or at other locations necessary for the development of the research activities.

2 - Number of positions:

The number of positions to be filled is one (1) post.

3 - Monthly salary:

The basic monthly salary is 3,501.27 euros gross, corresponding to the first salary position for the category of auxiliary researcher under private law, according to Annex I of Order no. 679/2025, published in the 2nd series of Diário da República no. 10/2025, of 15 January.

4 - Type of legal employment relationship to be established:

Employment contract for an indefinite period, on an exclusive dedication basis, under the IPCA Career, Recruitment and Hiring of Research Staff under Private Law Regulation, approved by Order no. 679/2025, published in the 2nd series of Diário da República no. 10/2025, of 15 January, the Labour Code and other applicable legislation and regulations.

4.1. Functional content of the post to be filled:

4.1.1. The duties of the auxiliary researcher to be hired are set out in articles 5, 6, 7, 8 and 9 of the IPCA Career, Recruitment and Hiring of Research Staff under Private Law Regulation, approved by Order no. 679/2025, published in the 2nd series of Diário da República no. 10/2025, of 15 January, and also in article 5 of the Scientific Research Career Statute, as amended.

4.1.2. The auxiliary researcher is also responsible for carrying out research and development activities on a regular basis, as well as other scientific and technical activities within the scope of the CICF and IPCA's mission, and to:

- a) Participate in the conception, development and execution of research and development projects, and in related scientific and technical activities;
- b) Guide the work developed within the scope of the projects under their responsibility;
- c) Participate in the coordination or co-coordination of projects;
- d) Collaborate in the development of training activities in the field of research and development methodology;
- e) Monitor the research work developed by research scholarship holders, research support technician trainees and research support technician assistants;
- f) Collaborate in teaching and participate in the institution's training programmes;
- g) Guide the higher education students, namely bachelor's, master's and doctoral students;

h) Exercise the functions to which they have been elected or appointed in the collegiate bodies of the institution to which they belong.

5 - Expiry date:

5.1 - The competition is valid for this vacancy and will end when it is filled or if there are no candidates.

5.2 - The competition may also be terminated by a duly substantiated act of the President of IPCA, respecting the general principles of administrative activity as well as the legal, regulatory and competition limits.

6 – Member of the Jury:

The jury for the tender procedure is composed as follows:

President: Professor Maria José da Silva Fernandes, Principal Coordinating Professor and President of IPCA.

Members:

Professor Agostinha Patrícia da Silva Gomes, Coordinating Professor with aggregation of the IPCA School of Management;

Professor Graça Maria do Carmo Azevedo, Principal Coordinating Professor of the Higher Institute of Accounting and Administration of the University of Aveiro;

Professor Dr Fábio Henrique Ferreira de Albuquerque, Coordinating Professor of the Higher Institute of Accounting and Administration of Lisbon of the Polytechnic Institute of Lisbon.

Professor Marta Alexandra Silva Guerreiro, Coordinating Professor of the Polytechnic Institute of Viana do Castelo.

7 - Operating rules of the Jury:

7.1 - Under the terms of the Regulation, the jury is responsible for executing the following actions:

- a) The admission or exclusion of candidates;
- b) The approval or rejection of candidates on absolute merit;
- c) The approval or rejection of candidates in the selection methods;
- d) The final ranking of successful candidates;

e) The selection of the candidate to be hired.

f) The response to any allegations made by candidates as part of the hearing of interested parties.

7.2 - In order to fulfil the procedures stipulated for the execution of the acts mentioned in point 7.1, the jury may hold one or more meetings, respecting the following:

a) Each meeting can only take place when at least two thirds of its permanent members are present;

b) At all stages of the procedure, the meetings of the jury of the tender may be held by videoconference, provided that the technical conditions are in place.

7.3 - Decisions are taken by reasoned roll-call vote, by an absolute majority of the votes of the members of the jury present at the meeting, with no abstentions allowed.

7.4 - The jury bases its vote on the assessment criteria and parameters published in the respective notice and on the grid approved in the minutes defining the assessment criteria.

7.5 - Minutes are written of the jury meetings, summarising what took place, indicating the votes cast by each member and the respective reasons, which may be contained in separate documents attached to the minutes, and signed by all the jury members present or, by prior decision of the jury, signed by the president of the jury.

7.6 - Without prejudice to the duties of the chairman of the jury as provided for in the Regulation, when the chairman is from the scientific area of the competition, it is compulsory for him/her to participate in the execution of the procedures stipulated in order to perform the acts referred to in point 7.1.

7.7 - In the event of a tie, the chairman of the jury will intervene to break the tie.

II - Admission rules:

8 - Formalisation of applications:

8.1 - Applications must be submitted by means of a application addressed to the President of IPCA, fully completed in accordance with the terms set out in the attached model, including the identification of this notice, full name, filiation, number and date of identity card/Citizen Card or civil identification number, tax identification number, date and place of birth, marital status, profession, residence and contact address, including email address and telephone number.

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

a) A digital copy of the detailed curriculum vitae (with supporting documents for all points of the curriculum vitae). The curriculum vitae must contain all the information relevant to the

assessment of the application, considering the procedures stipulated for carrying out the acts referred to in points 10, 11 and 12. The curriculum vitae must be explicit and organised in accordance with the criteria and parameters defined in points 10, 11 and 12 of this notice.

b) A document, in digital format, describing, in no more than 3,000 words, the scientific vision that the candidate has for the scientific area of the competition within the objectives of the CICF. This document must be based explicitly and justifiably on the candidate's scientific contributions to the scientific area of the competition, in particular in support of the fulfilment of the CICF's strategic plan for the next 4 years, and reveal their original and innovative vision for the development of the R&D Unit, based on a strategy of national and international growth, showing that the candidate has the necessary capacity to adequately perform duties associated with the category and scientific area to which the competition relates;

c) Document, in digital format, integrated in the curriculum vitae, indicating the candidate's identifiers in scientific publication indexing services, namely "ORCID ID", "Scopus Author ID" and "Web of Science ResearcherID".

d) A document, in digital format, in which, for each of the publications included in the curriculum vitae, it is indicated whether the publication is indexed in the Web of Science or Scopus service, with the corresponding evidence presented, as well as the number of citations to each of those publications;

e) A certificate of academic and professional qualifications, in digital format, showing that the degree and qualifications required for the competition have been obtained and the date on which they were obtained.

f) A copy of the doctoral thesis, in digital format, and, if the candidate holds an aggregate degree or has defended public qualification exams, the documents produced by the candidate for this purpose, so that the jury can assess their suitability to the scientific area of the competition.

g) A declaration, in digital format, by which the candidate declares, under commitment of honour, that the elements or facts contained in the application are true.

h) A declaration, in digital format, by which the candidate declares, under commitment of honour, that he/she is not disqualified or barred from performing the duties he/she proposes to perform, that he/she is physically fit and has the psychological profile required to perform the duties and that he/she has complied with the compulsory vaccination laws.

8.3. Documents must be delivered in digital format and respect the format Portable document format (PDF), preferably the PDF/A version, with the exception of situations in which the document to be submitted cannot take the indicated format, at the risk of the documents not being accessible/downloadable, which will be the sole and exclusive responsibility of the candidates and may lead to their exclusion from the competition, and must comply with the following:

8.3.1. All documents must be compressed into a single folder in ZIP or RAR format, organised in order by the criteria of scientific performance, the transfer and enhancement of knowledge and other relevant activities and by the parameters stated in points 10, 11 and 12.

8.3.2. If the option is taken to send the documents by email, in addition to the duty to comply with the provisions of the previous paragraphs, if it is not possible to send all the documents in a compacted folder in a single email, the documents must be sent via a permanent link.

8.3.3. The name of the files:

a) Should be as succinct/short as possible to avoid difficulties when unloading.

b) Cannot contain any of the following characters: /, \, |, :, *, ?, ", > and <.

8.3.4. The documents required in the notice must be scanned from originals or notarised.

8.3.5. The application and accompanying documents must be written in Portuguese or English

8.4. The application and other registration documents can only be submitted to the following email: cp-25-pinv-ecoges-cicf@ipca.pt

8.4.1. It is the responsibility of each candidate to submit and ensure receipt of confirmation of submission of the full application within the time limit stipulated in the notice: 15 working days from the first working day following publication of the notice in the Diário do Minho newspaper, the Público newspaper and in the 2nd Series of the Diário da República

8.5. Candidates with a contract with the IPCA are exempt from submitting the documents proving the requirements included in their individual file.

8.6. Submission of an application and documents that do not explicitly and fully comply in form and content with the requirements stated in points 8.1 and 8.2, failure to comply with the deadline for submission of the application, failure to submit or the submission after the deadline of any of the documents referred to in points 8.2 a) to h), of compulsory delivery, determine the exclusion of the application.

8.7. Whenever considered necessary, the jury will ask candidates for additional documentation related to the curriculum vitae and documents submitted, on the following terms:

a) The documentation referred to is not intended for the presentation of elements not mentioned in the CV, nor to make up for the failure to attach the documents required in the notice of competition in good time.

b) All candidates are informed that additional documentation has been requested.

8.8. The file can be consulted by candidates who wish to do so at the Human Resources Division, on the IPCA Campus, Vila Frescaíña S. Martinho, 4750 - 810 Barcelos, during office hours, by prior appointment through the email address: drh@ipca.pt.

8.9. The minutes of meetings can be made available to candidates on request.

9 - Admission requirements:

9.1. In addition to the requirements referred to in point 8, it is a requirement for admission to the competition to hold a doctoral degree in a branch of knowledge considered appropriate to the scientific area and specialisation of the competition, specifically Accounting, Taxation and related areas.

9.2. If the doctorate was awarded by a foreign higher education institution, it must be recognised in Portugal, under the terms of the applicable legislation. This formality (recognition of degrees and academic titles obtained abroad) must be completed by the deadline for submitting the application.

9.3. Considering the rules for awarding funding under the FCT-Tenure Program, applications may not be submitted by those in the research or higher education teaching career.

10 - Admission of candidates and absolute merit:

10.1. At the end of the deadline for submitting applications, the jury will check the admission requirements set out in the opening notice and will decide on the admission and exclusion of candidates to the procedure, drawing up an ordered list of admitted and non-admitted candidates and immediately assessing their absolute merit under the terms of article 28 of the Regulations for the Career, Recruitment and Hiring of Research Staff under Private Law of the Polytechnic of Cávado and Ave.

10.2. Absolute merit is analysed on the basis of: (i) the merit of the proposal created by the candidate with their scientific vision for the area of specialisation of the call, within the objectives of the CICF, mentioned in point 8.2 b) and (ii) evidence of a minimum of 5 peer-reviewed publications in the last 5 years, 2 of which are indexed in Scopus or WoS.

10.3. Absolute merit is expressed by the formula of "rejected" or "approved".

10.4. In order to be approved on absolute merit, each candidate must obtain the favourable vote of an absolute majority of the members of the jury.

10.5. The decision not to pass on absolute merit and consequently to exclude is taken by an absolute majority, with each member of the jury submitting a document setting out the reasons for their vote.

10.6. A vote against approval on absolute merit must be based on one or more of the following circumstances:

a) The scientific project drawn up by the candidate, as requested in point 8.2 b) and specified therein, presents shortcomings in innovation or serious inaccuracies that show that the candidate does not have the necessary capacity to adequately fulfil the duties of Auxiliary Researcher in the scientific area of the competition and that do not fit in with the mission and attributions of the CICF of the ESG/IPCA; and non-compliance with the minimum limit of publications referred to in point 10.2.

10.7. In the event of non-admission or non-approval on absolute merit, the jury will hold a prior hearing for the excluded candidates and those not approved on absolute merit so that, if they wish, they can give their opinion in writing, within five working days, in accordance with Article 30 of the Career, Recruitment and Hiring of Research Staff under Private Law Regulation of IPCA, or, if justified, may immediately proceed to the stage of evaluating the applications that have been admitted and approved on absolute merit, without prejudice to subsequently evaluating the applications of the candidates to whom they have given the favourable decision in light of the prior hearing.

10.8. Without prejudice to the final part of the previous paragraph, after the candidates have been heard in accordance with the previous paragraph, the selection board will draw up the final list of successful candidates in absolute merit and will then begin to assess and rank them.

IV - Selection methods:

11 - Selection methods:

11.1 - The selection method adopted is the evaluation of the scientific and curricular background - its purpose is to assess the performance and ability to perform the duties associated with the category and scientific area to which the competition relates, based on the evidence expressed in the procedural documents submitted to the competition, in order to demonstrate the suitability of the candidate's profile to the real needs of the organisational sub-unit in terms of strengthening its research team, which justified the opening of this vacancy.

11.2 - The evaluation of the scientific and curricular background is expressed on a scale of 0 to 100 points, valued to the hundredths, and the classification is obtained through the weighting defined in the criteria, evaluation parameters and weightings.

12 - Evaluation of the Scientific and Curricular Path (SACP):

12.1 - The following assessment criteria must be considered and weighted when assessing scientific and curricular achievements, in accordance with the requirements of the duties corresponding to the category to which this competition relates:

a) The candidate's scientific performance in the scientific area of the competition.

b) The transfer and valorisation of knowledge activities developed by the candidate in the scientific area of the competition.

c) Other activities relevant to the mission of the Polytechnic Institute of Cávado and Ave, especially the CICF R&D unit, which have been developed by the candidate.

12.2 - The criteria set out in point 12.1 are weighted as follows:

a) Scientific performance (SP): 70%;

b) Transfer and valorisation of knowledge (TVK): 20%;

c) Other activities relevant to IPCA's mission, especially those of the organisational sub-unit where the competition takes place, which have been carried out by the candidate (ORA): 10%.

13 - Assessment parameters:

13.1 - When applying the criteria referred to in point 12, the following assessment parameters are considered:

a) Parameters for assessing Scientific Performance (SP), weighted at 70 per cent:

SP1 - Scientific or Technological Production, valuing open science practices, to be weighted up to 60 points.

SP2 - Coordination and Participation in Scientific or Technological Development Projects, to be weighted up to 25 points.

SP3 - Intervention in the Scientific Community, to be weighted up to 10 points.

SP4 - Fundraising, to be weighted up to 5 points

b) Parameters for assessing the Transfer and Valorisation of Knowledge (TVK), weighted at 20 per cent:

TVK1 - Patents/Intellectual Property Registrations, to be weighted up to 40 points.

TVK2 - Co-operation and Liaison Activities with the Productive/Business Fabric, to be weighted up to 15 points.

TVK3 - Dissemination of Science and Technology, weighted up to 45 points.

c) Parameters for assessing Other Relevant Activities (ORA), weighted at 10 per cent:

OA1 - Participation in management bodies related to R&D units, to be weighted up to 20 points.

OA2 - Participation in Scientific/Academic Juries, to be weighted up to 15 points.

OA3 - Participation in the Supervision/Cosupervision of students, to be weighted up to 15 points.

OA4 - Involvement in Teaching Activities and/or Advanced Training, to be weighted up to 50 points.

14 - Reasons for differentiating between candidates:

14.1 - After admitting the candidates and approving them, if applicable, on absolute merit, each member of the jury presents their reasons, which may be joint, to be attached or included in the minutes, with a list of the candidates in descending order of merit, duly substantiated, taking into account the criteria and parameters of the competition notice.

14.2 - In the ranking list drawn up by each member of the jury, the final classification of each candidate is expressed on a numerical scale of 0 to 100.

VI - Sorting and selection:

15 - Voting procedure for the final order:

15.1 - The selection method is set out in the following paragraphs:

a. The candidate who obtains an absolute majority in each vote will be placed in the place to be ordered;

b. Voting shall take place according to the successive voting method;

c. In accordance with the previous paragraph, the jury votes initially for 1st place, then for 2nd place, and so on, until the final ranking of all the candidates admitted to the competition and with absolute merit;

d. If a candidate obtains an absolute majority of the votes, they are ranked in the place for which they are voting and is removed from the ballot, starting the procedure to choose the candidate who will occupy the next place, and so on;

e. If an absolute majority of votes is not reached in the vote for any of the posts, the jury shall repeat the vote for the post in question, but excluding the candidate with the least votes in each of the votes taken, up to a limit of three, in order to find a candidate who reaches an absolute majority of votes;

f. If there is a tie to determine the candidate who received the least votes under the terms of the previous paragraph, the jury will repeat the vote up to a limit of three, only among the candidates in a tie situation, with the candidate who received the least votes being excluded in each vote

15.2 - When the chair of the jury is not from the scientific area for which the competition is open and does not vote, in the event of a tie, the vote is automatically considered to be a tie-breaker according to the chair's vote, which must be based on the following criteria:

- a. Highest average of the final overall scores awarded by the members of the jury;
- b. In the event of a tie, the highest average of the overall scores awarded in the scientific performance criteria will be considered.

16 - Notification of the final ranking draft:

16.1 - The final ranking decision draft of the approved candidates will be notified by email, with receipt of delivery, to the approved candidates on absolute merit, so that, if they want to, they can give their opinion within 5 working days, as part of the hearing of interested parties.

16.2 - Any claims made by candidates will be considered by the jury of the tender procedure, which will draw up the definitive final ranking.

16.3 – The consultation of documents submitted by candidates, as well as other documentation containing personal data, can occur in person, provided that it is requested by any interested party, with time counting being suspended.

16.4 - Once the time limit for hearing interested parties has elapsed and no candidate has made a statement, the draft decision is converted into a final decision.

17 - Final decision:

17.1 - The deadline for the jury to reach its final decision must not exceed 90 days from the deadline for applications, with the deadline for hearings of interested parties being suspended.

17.2 - The decision and the final ranking list of successful candidates, together with the other decisions of the jury, including those relating to the admission and exclusion of candidates, will be submitted to the President of the IPCA for approval.

17.3 - The final ranking list of the competition and the final minutes/report, signed by all the members of the jury, will be published on the IPCA's tender procedures website page and will be notified to all candidates by email with receipt of delivery of the notification, no later than five working days after approval by the IPCA's president.

17.4 - Candidates are considered to have been formally notified with the electronic notification referred to in the previous paragraph.

18 - Non-discrimination and equal access policy: IPCA actively promotes a policy of non-discrimination and equal access, whereby no candidate may be favoured, benefited, disadvantaged or deprived of any right or exempted from any duty on the grounds of, in particular, ancestry, age, gender, sexual orientation, marital status, family situation, economic situation,

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 syndicate membership.

19 - In compliance with point h) Article 9 of the Constitution, the IPCA, as an employer, actively promotes a policy of equal opportunities for men and women in access to employment and professional progression, taking scrupulous care to avoid any form of discrimination.

20 - The processing of personal data within the framework of the tender procedure complies with the personal data protection policy available at: <https://ipca.pt/en/institutional-information/privacy-and-data-protection-policy/>

January 24, 2025. - The President of IPCA, Professor Doctor Maria José Fernandes.