Politécnico de Viseu

POLYTECHNIC INSTITUTE OF VISEU

Notice (extract) nº29443/2025/2

Documentary competition for the recruitment of two positions for Adjunct Professor, under a public employment contract for an indefinite period, in the disciplinary area of Physiotherapy, to perform duties at the School of Health of the Polytechnic Institute of Viseu.

Under the terms of the Statute of the Career of Teaching Staff of Polytechnic Higher Education (ECPDESP), approved by Decree-Law No. 185/81 of July 1, amended by Decree-Law No. 69/88 of March 3 and as revised by Decree-Law No. 207/2009 of August 31 (which republished it), and by Law No. 7/2010 of May 13, and in accordance with Regulation No. 754/2010 of September 28, Regulation on the Recruitment and Permanent Hiring of Teaching Staff of the Polytechnic Institute of Viseu, it is hereby made public that, by Order of October 3, 2025, issued by the President of the Polytechnic Institute of Viseu, Professor José dos Santos Costa, a document-based selection procedure for academic staff is open for a period of 30 working days, counting from the first working day following the publication of this notice in the *Diário da República*, for the recruitment of two Adjunct Professors, under a public employment contract for an indefinite period with a five-year probationary period, pursuant to Article 10-B of Decree-Law No. 207/2009 of August 31, as amended by Law No. 7/2010 of May 13, in the disciplinary area of Physiotherapy.

1.Category: Adjunct Professor.

2. Functional content of the category: as defined in Article 2-A and paragraph 4 of Article 3 of the ECPDESP, and in the Regulation on the Provision of Service by Teaching Staff of the Polytechnic Institute of Viseu, published in the *Diário da República*, 2nd series, No. 69 of April 9, 2021.

3. Number of positions: 2.

4. Place of work: Viseu School of Health (ESSV) of the Polytechnic Institute of Viseu (IPV), and any other locations where ESSV carries out its activities.

5. Type of employment relationship: Public Employment Contract for an Indefinite Period.

6. Salary placement: will be determined in accordance with Article 35, paragraph 1 of the ECPDESP and Decree-Law No. 408/89 of November 18, in its current wording.

7. Validity: the competition is valid solely for filling the positions referred to above and expires once they are filled.

8. Area: Physiotherapy.

9. Admission requirements:

9.1. Under Article 17 of the General Law on Employment in Public Functions, approved by Law No. 35/2014 of June 20, and without prejudice to the provisions of Article 12-E of the ECPDESP, candidates who, by the application submission deadline, cumulatively meet the general requirements set out in these regulations may apply.

9.2. Under Article 17 of the ECPDESP, Article 48 of Law No. 62/2007 of 10 September, and Decree-Law No. 206/2009 of 31 August, individuals holding a PhD degree in Physiotherapy, or its legal equivalent, or the Title of Specialist in Physiotherapy, may apply.

9.3. Candidates holding academic qualifications obtained in a foreign country must submit, simultaneously and under penalty of exclusion, a document proving their specific recognition, equivalence, or registration of the degree, as provided for in the applicable Portuguese legislation.

10. Submission of applications:

10.1. Applications must be submitted in Portuguese, by completing the standard form available at https://ipv.pt/rh-docpublicos/, and must be sent electronically to rh-candidaturas@sc.ipv.pt by 23:59 on the final day of the application deadline. Candidates must keep the corresponding receipt. If any of the works mentioned in the Curriculum Vitae contain classified documents revealing commercial or industrial secrets, or secrets related to literary, artistic, or scientific property, the candidate must expressly indicate such restriction at the time of submitting the application; otherwise, the work(s) in question may be freely accessed by any of the other candidates during the process consultation phase.

10.2. The application shall be submitted through a request for admission to the competition addressed to the President of the Polytechnic Institute of Viseu and must include, among others, the following elements:

a) Full identification (full name, date of birth, nationality, civil identification number, postal and electronic address, telephone contact);

b) Identification of the competition to which the candidate is applying and reference to the *Diário da República* in which the present notice was published;

c) Academic qualifications and/or professional/academic titles;

d) Category, group, or disciplinary area to which the candidate belongs, length of service as a Higher Education Lecturer, and the institution to which they belong, if applicable;

e) Any other elements that the candidate considers relevant for assessing their merit or that may constitute grounds for legal preference;

f) A declaration signed by the candidate confirming that the information or facts contained in the application are true;

g) Date and signature.

11. Submission of supporting documents:

11.1. The candidate must attach to their application the following documents, duly numbered and identified, all in digital format:

a) A simple certified copy of the civil identification document;

b) A simple certified copy of the tax identification number (if not included on the citizen card);

c) A declaration under honor pledge, in which the candidate attests to the following: that they are not prohibited from performing public functions or barred from exercising the duties in question; that they have complied with the laws on mandatory vaccination; and that they possess the physical robustness and psychological profile required for the functions for which they are applying;

d) A consent declaration in which candidates authorize the sharing of the application content, including the personal data contained therein, with the other candidates, for the purpose of facilitating the consultation process;

e) One (1) copy of the certificate of academic and professional qualification or another legally recognized suitable document, the doctoral degree diploma and/or certificate of the specialist title (in accordance with Decree-Law No. 206/2009 of 31 August), or, in the case of holding a foreign qualification, a simple copy of the recognition, equivalence, or registration of the degree in Portugal, in digital format (PDF);

f) One (1) copy of the curriculum vitae in digital format, in non-editable PDF (PEN DRIVE, CD, or DVD), containing all information relevant to the assessment of the application and the respective supporting documents, organized according to the selection and ranking criteria set out in this call for applications;

g) A document proving category, length of service, and the institution where the candidate provides service, when applicable;

h) Any other elements that the candidate considers relevant for assessing their merit or that may constitute grounds for legal preference;

i) One (1) copy, submitted together with the curriculum vitae (CV), of the completed evaluation grid, also in digital format, using the partially editable document (EXCEL) made available by the Services and/or on the IPV website at https://ipv.pt/rh-docpublicos/.

11.2. The curriculum vitae must be written in Portuguese, although candidates from foreign countries may write it in English. The structure of the CV must fully follow the operationalization of the parameters and criteria for curricular evaluation, following the order of evaluation parameters and items to be assessed, with each activity counted under a single item, respecting the sequence, numbering, and coding, and attaching documents validated by the institutional authorities.

11.3. The supporting documents attached to the curriculum vitae must be submitted in the original language in which they were issued, and their translation into Portuguese or English is mandatory when these are not the original languages.

11.4. Under subparagraph (a) of paragraph 4 of Article 23 of the ECPDESP, the jury may, whenever deemed necessary, request candidates to submit the originals of the supporting documents attached to the curriculum, as well as complementary documentation related thereto, setting a deadline for this purpose.

11.5. Failure to submit the documents required under the terms of this call for applications, or submission outside the stipulated deadline, shall result in exclusion from the competition.

11.6. Failure to submit the documents related to the curriculum presented by the candidate results in the non-assessment of the elements that such documents were meant to substantiate.

11.7. The submission of a false document results in the immediate exclusion from the competition and referral to the competent authority for criminal proceedings.

11.8. Candidates who do not meet the admission requirements indicated in point 9 of this notice will be summarily excluded, and will be previously notified of this intention by email, within the scope of the interested parties' hearing, in accordance with the Administrative Procedure Code.

12. The documentation submitted by candidates will be destroyed if its return is not requested within a maximum period of one year, pursuant to Article 34 of the Regulation on Recruitment and Indefinite-Term Hiring of Teaching Staff of the Polytechnic Institute of Viseu, after the conclusion of the respective competition procedure. Documentation that has been the subject of

judicial challenge may only be destroyed or returned after the enforcement of a judicial decision that is no longer subject to appeal.

13. Selection Methods:

13.1. The selection of candidates is carried out through curricular evaluation based on the elements provided by the candidate in the curriculum vitae. This evaluation aims to assess technical-scientific and professional performance, pedagogical capacity, and the performance of other activities relevant to the institution's mission in the area for which the competition is open. The following parameters and respective weightings are considered:
a) Technical-Scientific and Professional Performance (DTCP): 35%

b) Pedagogical Capacity (CP): 40%

c) Other Relevant Activities (OAR): 25%

13.2. The following criteria, approved by the Technical-Scientific Council of ESSV, will be considered in the curricular evaluation:

a) In the evaluation of Technical-Scientific and Professional Performance (DTCP), the following items will be taken into account:

1 — Scientific publications (20%)

2 — Execution of science and technology dissemination activities (15%)

3 — Research and development (10%)

4 — Supervision or co-supervision of theses/dissertations/internship reports/project work (10%)

5 — Participation in national or international juries of academic examinations (5%)

6 — Other relevant conditions: Candidate's qualifications (25%)

7 — Reflection aligned with the functional content of Adjunct Professor (15%)

b) In the evaluation of Pedagogical Capacity (CP), the following items will be considered:
1 — Length of teaching experience (15%)

2 — Teaching experience in higher education institutions (40%)

3 — Production of teaching materials and development of strategies to support the teaching and learning process (10%)

4 — Relevant activity not previously specified (20%)

5 — Reflection aligned with the functional content of Adjunct Professor (15%)

c) In the evaluation of Other Relevant Activities (OAR), the following items will be considered:
1 — Non-degree training (25%)

2 — Professional experience in the scientific area for which the competition is opened (35%)

3 — Services and consultancy (5%)

4 — Relevant activities not previously specified (20%)

5 — Reflection aligned with the functional content of Adjunct Professor (15%)

14. Final Classification:

14.1. The calculation of the Final Classification (CF) of the application will result from the application of the following formula:

CF = DTCP (35%) + CP (40%) + OAR (25%)

14.2. The classification will be expressed on a numerical scale from 0 to 100 points, rounded to the hundredths.

15. Ranking and Tie-Breaking:

15.1. The CF of the candidates and their ranking result from the classification assigned by all members of the jury for each candidate.

15.2. Approved candidates will be ranked in descending order of the CF obtained.
15.3. In the event of a tie between candidates (even after using hundredth-point grading), the following tie-breaking criteria will be applied successively:

1. Having completed the doctoral degree in Physiotherapy earlier;
2. Having obtained the specialist title in Physiotherapy (under Decree-Law No. 206/2009 of 31 August) earlier;
3. Having completed the master's degree earlier.

15.4. When clarification of interpretative doubts arises in the application of the criteria, decisions will be taken by consensus among the jury members.

16. Jury Minutes:

16.1 The minutes of the jury, which include the selection and ranking criteria and the corresponding weighting of each of the selection methods to be used, the classification grid, and the final scoring system, will be published on the IPV website, at the following address: http://www.ipv.pt, on the same day as the publication of this notice.

17. Composition of the Jury:

President: Doctor Carlos Manuel de Sousa Albuquerque, Coordinating Professor at the School of Health of Viseu

Effective Members:

- Doctor Nuno do Carmo Antunes Cordeiro, Coordinating Professor at the School of Health of the Polytechnic Institute of Castelo Branco, substituting the Jury President in case of absence or impediment
- Doctor Paula Clara Ribeiro Santos, Coordinating Professor with Aggregation at the School of Health of the Polytechnic Institute of Porto
- Doctor Eduardo José Brazete Carvalho Cruz, Coordinating Professor at the School of Health of the Polytechnic Institute of Setúbal
- Doctor Maria Isabel Monsanto Pombas de Sousa Coutinho, Coordinating Professor at the School of Health Technology of Lisbon of the Polytechnic Institute of Lisbon
- Doctor Rui Manuel Urbano Veiga de Macedo, Coordinating Professor at the School of Health of the Polytechnic Institute of Porto

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Alternate Member:

- Doctor Carmen Sofia Frade Caeiro, Coordinating Professor at the School of Health of the Polytechnic Institute of Setúbal.

18. Access to the Procedure:

The competition file may be consulted by candidates who request it, at the Human Resources Service of the Polytechnic Institute of Viseu, during office hours.

19. This competition will also be published on the BEP (Public Employment Exchange), on the website of the Foundation for Science and Technology in English, and on the website of the Polytechnic Institute of Viseu in Portuguese and English, pursuant to Article 29-B of the ECPDESP.

20. In compliance with subparagraph (h) of Article 9 of the Constitution of the Portuguese Republic, the Public Administration, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and career progression, diligently ensuring the prevention of all forms of discrimination.

25 november of 2025.

The President of the Polytechnic Institute of Viseu,Prof. Doctor José dos Santos Costa