

**ANNOUNCEMENT OF AN INTERNATIONAL SELECTION TENDER PROCEDURE FOR HIRING A DOCTORATE HOLDER UNDER DECREE-LAW NO. 57/2016 OF 29 AUGUST, amended by Law 57/2017 of 19 July**

Internal Reference: PROJECT\_MANAGER/PhasAGE /IBMC/1603/2023

1. The Board of Directors of IBMC decided to open an international selection tender for 1 position for a doctorate holder in the scientific area(s) of Biochemistry and Biophysics, or related fields under a work contract with non-fixed term under the Portuguese labor Law in order to perform duties as Project Manager within the Twinning project with the reference 952334 (<https://cordis.europa.eu/project/id/952334>) and the title "PhasAGE – Excellence Hub on Phase Transitions in Aging and Age-related Disorders" at IBMC, financed by H2020-EU.4.b.

2. Project summary:

The IBMC intends to hire a Project Manager to organize and support the activities foreseen in the PhasAGE project. The PhasAGE project, funded by the EU, aims to create at i3S a center of excellence in teaching and research in the field of biomolecular phase transitions associated with aging. For this aim, i3S will collaborate with the University of Padova (Italy), the Autonomous University of Barcelona (Spain) and the Vlaams Instituut voor Biotechnologie (Belgium).

Tasks in which the applicant will be involved:

The Project Management tasks include the day-to-day management of the activities programmed for PhasAGE, as well as interaction and communication with partners and the European Commission. In particular the Project Manager will:

- Coordinate and organize the activities planned at i3S and support the activities planned at the participating institutions;
- Monitor the timely implementation of all planned activities;
- Prepare reports on the project activities, monitor the planned indicators and support the preparation of scientific and financial reports;
- Participate in communication and dissemination activities;
- Identify new funding opportunities in the scientific area of PhasAGE and support participants in the submission of applications.

3. Applicable Legislation

- Decree-Law no. 57/2016 of 29 August, amended by Law 57/2017 of 19 July, which approved the hiring regime for doctorate holders, aiming at stimulating scientific and technological employment for all knowledge areas (RJEC)

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- Portuguese labor law

- Regulatory Decree Nr. 11-A / 2017, of 29 December.

4. Pursuant to article 13 of RJEC, the tender selection panel shall be formed by:

President: Dr. Sandra de Macedo Ribeiro;

Other members: Dr. Rita Vilaça and Dr. Pedro J. B. Pereira;

5. The workplace shall be at IBMC, Rua Alfredo Allen, 208, Porto. Group: Biomolecular Structure and Function Group

6. Monthly remuneration: Gross monthly Remuneration is 2206.05 €, in accordance with subsection a), section 1, article 15 from Law no. 57/2017, 19th July, and with the initial remuneration level predicted in article 2 of Regulatory Decree no. 11-A/2017, of 29 December, which corresponds to position 33 of the Civil Service Single Remuneration Table (TRU - Tabela de Remuneração Única), approved by Order no. 1553-C/2008, 31 December, with the category of Junior Researcher.

7. Any national, foreign or stateless candidate holding a doctorate degree in Biochemistry, Biophysics, or a related scientific field and a scientific and professional curriculum is suited for the activity to be performed can submit their application. In the case of doctorate degrees awarded by a non-Portuguese higher education institution, the provisions of Decree-Law no. 66/2018 of 16 August, and all formalities established therein must be fulfilled at the application deadline.

8. The tender admission requirements are:

- First authorship in at least 2 peer-reviewed scientific publications in Biochemistry, Biophysics or related fields

- Fluency in spoken and written English

Independence and communication and organizational skills will be valued, as well as previous experience in managing international projects and/or preparing applications for scientific projects selected for funding.

9. Pursuant to article 5 of RJEC, the selection is to be made based on the scientific and curricular career evaluation of the candidate.

10. Scientific and curricular career evaluation focuses on relevance, quality and up-to-dateness:

a) of scientific, technological, cultural or artistic production in the last five years, deemed most relevant by the candidate;

b) of research activities, applied or based on practical work, developed in the last five years, deemed most impactful by the candidate;

c) of knowledge extension and dissemination activities developed in the last five years, namely under the scope of the promotion of culture and scientific practices, deemed most relevant by the candidate.

11. The five-year period mentioned above can be extended by the panel, if requested by the candidate, whenever the suspension of scientific activities is reasoned by socially protected grounds like paternity leave, long-term serious illness, and other legal situations of unavailability to work.

12. Evaluation criteria are the following:

a) Detailed CV:

- List of scientific publications and their impact factor (30%)
- Research experience in the project topics (20%)
- Experience in managing research projects in the research field of the project (10%)

b) Letter of motivation:

- Interest and motivation for the research area and project manager position (15%)
- Proficiency in English and written communication (15%)

c) Letters of reference (10%)

13. The final classification of the candidate shall be given based on a 0-100 scale.

14. The panel shall deliberate by means of justified roll-call vote, disclosing the selection criteria adopted, with no abstentions allowed.

15. Minutes of panel meetings are mandatory and shall include a summary of all occurrences of said meetings, as well as of all votes casted by the members and respective reasoning, and shall be provided to candidates whenever required.

16. After selection criteria application, the panel shall prepare a sorted list of approved candidates and their respective classifications.

17. The final decision of the panel shall be validated by the leader of the institution, who is also in charge of deciding about the hiring.

18. Application formalization:

18.1 Applications shall include all supported documents encompassed by section 7 and 8 for tender admission, namely:

a) Copy of certificate or diploma;

- b) Curriculum vitae, detailed and structured pursuant to sections 10 and 12;
- c) Other documentation relevant for the evaluation of qualifications in a related scientific area;
- d) Two reference letters;
- e) Motivation letter (in English – mandatory).

18.2 Candidates shall submit their application, containing the required information and supporting documentation, in digital form (PDF format), between 17<sup>th</sup> to 30<sup>th</sup> March 2023 at the following link:

[https://DOZER.i3s.up.pt/applicationmanagement/#/addapplications/Fellow\\_BIPhasAGEIBMC14092022](https://DOZER.i3s.up.pt/applicationmanagement/#/addapplications/Fellow_BIPhasAGEIBMC14092022)

19. All candidates who formalize their applications in an improper way or fail to prove the requirements imposed by this tender are excluded from admission. In case of doubt, the panel is entitled to request from any candidate further documentation supporting their statements.

20. False statements provided by the candidates shall be punished by law.

21. Both an admitted and excluded candidate list and a final classification list shall be published on the website of the Institute and the candidates will be notified by email.

After publication, all candidates have 10 working days to respond. The final decisions of the panel are published on the IBMC website within 90 days from the application deadline.

The expected starting date is 1<sup>st</sup> of May 2023

22. This tender is exclusively destined to fill this specific vacancy and can be terminated at any time until approval of the final candidate list, expiring with the respective occupation of said vacancy.

23. Non-discrimination and equal access policy: IBMC actively promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

24. The panel has approved this announcement in a meeting held on 05/03/2023.

25. Pursuant to Decree-Law no. 29/2001 of 3 February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honor, their respective disability degree, type of disability and communication/expression means to be used during the selection period on their application form, under the regulations above.