

**INSTITUTO NACIONAL DE INVESTIGAÇÃO AGRÁRIA E VETERINÁRIA, I. P.**

*- English -*

**Notice (excerpt) No. 8934/2025/2 published in the *Diário da República*, 2nd series, No. 66, 03-04-2025**

**Deadline: 20-05-2025**

**Opening of an International External Recruitment Process for an Assistant Researcher Position in the Scientific Research Career within the Staff Framework of Instituto Nacional de Investigação Agrária e Veterinária (INIAV, I.P.), under the FCT-Tenure Programme – 1st Edition, reference 2023.12090.TENURE.008\_Assistant Researcher in Wine Environmental and Production Microbiology**

An international external recruitment process is open for the hiring of an Assistant Researcher for the scientific research career within the staff framework of the Instituto Nacional de Investigação Agrária e Veterinária (INIAV, I.P.), under the FCT-Tenure Programme – 1st Edition, with reference 2023.12090.TENURE.008.

The recruitment is intended for the scientific area of INIAV, I.P. Viticulture and Enology, for the Innovation Hub of Dois Portos, within the scope of the application to the FCT-Tenure Programme – 1st Edition, with reference 2023.12090.TENURE.008 - *Assistant Researcher in Wine Environmental and Production Microbiology*.

The deadline for submitting applications is 30 working days, starting from the day following the publication of this Notice (excerpt) in the *Diário da República*.

The recruitment will be carried out under a Public Employment Contract of indefinite duration, in accordance with Decree-Law No. 124/99, of 20 April, in its current version, which approves the Scientific Research Career Statute (*Estatuto da Carreira de Investigação Científica - ECIC*), in conjunction with the provisions of Law No. 35/2014, of 20 June – General Law on Public Employment (LTFP). A trial period of three years may be established, in accordance with Article 38(2) of Decree-Law No. 124/99, of 20 April, in its current version.

This recruitment process is opened within the scope of the FCT-Tenure Programme – 1st Edition, as provided for in the Call for Applications (AAC) with reference PRR No. 02/C06-i06/2024, under the support measure set out in Article 137 of the State Budget Law for 2024. This initiative aims to promote the recruitment of PhD holders exclusively for permanent positions, through integration into the scientific research career, in accordance with the Programme Contract signed between INIAV, I.P. and the entity responsible for implementing the FCT-Tenure Programme, ensuring compliance with the strategic objectives defined for the consolidation of the scientific research career.

The recruitment will be conducted in accordance with the ECIC and will follow the principles of equality, merit, and transparency, ensuring full compliance with Articles 9, 10, 15, 19, and 20 of Decree-Law No. 124/99, of 20 April, in its current version, as well as other applicable regulations governing recruitment in public administration.

Pursuant to Joint Order No. 373/2000, of 31 March, issued by the Minister for State Reform and Public Administration and the Minister for Equality, it is mandatory to include the following statement in recruitment and promotion procedures: “In compliance with point (h) of Article 9 of the Constitution, the Public Administration, as an employer, actively promotes a policy of equal opportunities between men and women in access to employment and professional progression, ensuring strict adherence to the principle of non-discrimination in any form.”

In this regard, terms such as ‘candidate’, ‘researcher’, and similar references are used in a gender-neutral manner throughout this notice. Likewise, no applicant may be privileged, favoured, disadvantaged, or deprived of any rights, nor exempt from any obligations, on the basis of—among others—ancestry, age, sexual orientation, marital status, family situation, economic situation, education, social origin or status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic or racial origin, place of birth, language, religion, political or ideological beliefs, or trade union affiliation.

In accordance with Articles 16, 17, 19, 20, and 24 to 26 of the ECIC, as well as all other applicable legislation, the following provisions shall be observed:

#### **1. Authorisation order**

The launch of this recruitment process was authorised by the President of the Board of Directors of INIAV, I.P. in Deliberation (excerpt) No. 257/2025, published in the 2nd series of the *Diário da República* No. 36, on 20 February 2025. This decision was issued following a proposal from the Scientific Council of INIAV, I.P., after confirming the availability of appropriate budgetary funds and verifying that the position now open for recruitment is included in the staff framework of INIAV, I.P.. The position is designated for carrying out research activities, assigned to an Assistant Researcher in the scientific area mentioned above at INIAV, I.P.

#### **2. Approval of the present call for applications**

This call for applications was approved in accordance with Article 4(1) of the ECIC by the selection committee during its meeting on 24 of March 2025, as recorded in the minutes duly approved in draft form.

#### **3. Scientific area**

- 3.1. The scientific area of INIAV, I.P. for this recruitment process is Viticulture and Enology – Agricultural Biotechnology [FCT].
- 3.2. This recruitment process is intended for the hiring of an Assistant Researcher by INIAV, I.P., under a Public Employment Contract of indefinite duration.

#### **4. General and specific admission requirements**

- 4.1. General Requirements – as defined in Article 17 of the LTFP, approved by Law No. 35/2014, of 20 June.
- 4.2. Specific Requirements – as defined in Article 10(1)(a) and (b) of the ECIC, namely:
  - Holding a PhD degree in the scientific area of Microbiology or Food Science, or, if holding a PhD in a related field, having a relevant scientific curriculum in this area.
  - In either case, candidates must have a minimum of 2 (two) years of professional experience after obtaining their PhD in the field of microbiology, preferably linked to wine science and technology. Candidates must also have fluency in Portuguese and English, both spoken and written.

## 5. Salary and working conditions

- 5.1. The salary corresponds to the position on the single remuneration table equivalent to the salary corresponding to index 195 of the 1st step of the Assistant Researcher category, as stated in Annex I of the ECIC. In addition to the basic salary, the employee is entitled to holiday, Christmas, and meal allowances, as well as any other supplementary benefits to which they may be legally entitled.
- 5.2. The working conditions are those established in the ECIC, the legislation governing public employment contracts, and the regulatory provisions of INIAV, I.P. applicable to researchers employed by the institution.

## 6. Job description

The job responsibilities for the position to be filled are those set out in Article 5 of the ECIC, in its current version.

## 7. Workplace, type of recruitment process, number of positions, and validity of the process

- 7.1. The workplace of the Assistant Researcher recruited through this process will be at the Innovation Hub of Dois Portos, without prejudice to the possibility of carrying out activities in other Innovation Hubs of INIAV, I.P., as well as temporary assignments within the country or abroad.
- 7.2. This is an external and documentary-based recruitment process, which will involve the evaluation of the candidates' *Curriculum vitae* and scientific work, in accordance with point (a) of Article 9, Article 10(2), and Article 15 of the ECIC.
- 7.3. The number of positions available is one (1).
- 7.4. The validity of the recruitment process extends until the selected candidate has been formally hired by INIAV, I.P. under a public employment contract.

## 8. Selection Committee

- 8.1. The Selection Committee for this recruitment process will be chaired by Doctor Sara Maria de Almeida Lopes Canas, Coordinator Researcher, Instituto Nacional de Investigação Agrária e Veterinária, I.P.
- 8.2. The committee members will include:
  - Doctor Miguel Maria Nugent Pestana da Silva, Principal Researcher, Instituto Nacional de Investigação Agrária e Veterinária, I.P.
  - Doctor Victor Armando Pereira de Freitas, Full Professor, Faculdade de Ciências of Universidade do Porto.

- Doctor Maria João Marques Ferreira Sousa Moreira, Associate Professor, Universidade do Minho.
- Doctor Manuel José de Carvalho Pimenta Malfeito Ferreira, Associate Professor, Instituto Superior de Agronomia of Universidade de Lisboa.
- Doctor Ana Paula Fernandes Monteiro Sampaio Carvalho, Associate Professor, Universidade do Minho.

#### 9. Notification of admitted and excluded candidates and final ranking

The list of admitted and excluded candidates, as well as the final ranking list, will be published on the INIAV website. Candidates will also be notified via email, as specified in point 11.5.

#### 10. Application for admission to the recruitment process and submission procedure

- 10.1. The application form to this recruitment process, along with the required application documents, must be addressed to the President of the Board of Directors of INIAV, I.P., no later than the 30<sup>th</sup> working day following its publication in the *Diário da República*.
- 10.2. The application form and all required documents must be, delivered in person or sent by registered mail with acknowledgment of receipt to the Departamento de Recursos Humanos of Instituto Nacional de Investigação Agrária e Veterinária (INIAV, I.P.), on working days, between 9:30 AM and 12:00 PM and 2:00 PM and 5:00 PM, at the following address: Avenida da República, Quinta do Marquês, 2784-505 Oeiras. Applications must be submitted by the deadline specified in point 10.1. Alternatively, applications may be submitted via email to [concursos.externos@iniav.pt](mailto:concursos.externos@iniav.pt), clearly indicating the reference of the notice published in the *Diário da República*.
- 10.3. The application form is available on the INIAV website under the "Procedimentos concursais" section: <https://www.iniaiv.pt/procedimentos-concursais-e-de-mobilidade>. Whether submitted electronically, in person, or by registered mail, the candidate must provide a valid email address in their application. Failure to provide a valid email address may result in exclusion from the process. All official communications and notifications regarding this recruitment will be sent via email with a read receipt confirmation, in accordance with the ECIC and this notice.
- 10.4. Candidates must submit a signed declaration regarding consent and confidentiality (Declaração de consentimento e de confidencialidade) in the processing of personal data related to the recruitment process. This declaration is available at: <https://www.iniaiv.pt/procedimentos-concursais-e-de-mobilidade>;
- 10.5. Declaration under oath, in accordance with the document attached (ANNEX) to this notice of the recruitment process.
- 10.6. The application form must be accompanied by the following documents:
  - 10.6.1. *Curriculum vitae* in electronic format (PDF), including the candidate's scientific work, as per Article 16(3) of the ECIC, detailing:
    - Research activities, professional experience and training, community service and technology transfer, scientific supervision, and management activities relevant to the position.

- Identification of research activities in accordance with Article 5 of the ECIC, covering the evaluation criteria outlined in point 12.4 of this notice, particularly those relevant to the scientific area of the recruitment process.
  - The *curriculum vitae* must be structured, following the order of the evaluation parameters, to allow a clear and quick identification of the candidate's contributions in each of the subsections of point 12.4.
  - Researcher ID and/or Scopus Author ID and/or Ciência ID and/or ORCID enabling identification of the list of publications, corresponding citation numbers, and h-index, according to the Clarivate Analytics Web of Science database.
- 10.6.2. Candidates must submit an electronic version (PDF) of the scientific articles published in international journals, as listed in their *Curriculum Vitae*, along with any other works they consider relevant for the evaluation of the selection committee.
- 10.6.3. In the *Curriculum Vitae*, candidates must highlight 3 (three) works they consider most representative, particularly regarding their contribution to the scientific development and progress of the field related to the recruitment process. This selection must be accompanied by a brief justification, explaining the candidate's contribution to each selected work.
- 10.6.4. The *Curriculum Vitae* must include a summary section outlining the key results of the candidate's scientific activity and previous professional experience, as well as their academic and professional background. The candidate must justify the relevance of these experiences to the scientific area of the recruitment process and demonstrate how they align with a current and innovative scientific project contributing to the strategic development of the Innovation Hub of INIAV, I.P., at the location mentioned in point 7.1.
- 10.6.5. With the exception of scientific articles, all application documents must be submitted in Portuguese or English.
- 10.6.6. The works listed in the *Curriculum Vitae* must be submitted in electronic format (PDF) via USB pen drive or active online link, which must remain accessible until the recruitment process is concluded.

## 11. Grounds for candidate exclusion

- 11.1. Candidates will be immediately excluded from the recruitment process if they fail to submit all required documents in point 10, by the deadline, in the manner and at the location specified in this call for applications. Candidates will also be excluded if the documents provided do not prove that they meet the general and specific requirements outlined in point 4.
- 11.2. Candidates who have been approved and ranked in a position that would allow them to fill the advertised role will also be excluded if they fail to provide the required legal documentation proving their eligibility for a permanent public employment contract with INIAV, I.P. within the specified deadline, without justification. Candidates will also be excluded if the submitted documents are found to be inadequate, false, or invalid;

- 11.3. If a candidate is excluded based on the reason mentioned above, the next-ranked candidate on the final ranking list will be invited to submit the required legal employment documents to establish a permanent public employment contract with INIAV, I.P.
- 11.4. Candidates will be excluded from the recruitment process if, their application is improperly submitted or they fail to meet the required qualifications specified in this call for applications.
- 11.4.1. Training courses attended by candidates that do not specify the number of hours completed will not be considered.
- 11.4.2. Candidates holding academic degrees awarded by foreign higher education institutions must have their PhD degree formally recognised in accordance with Decree-Law No. 66/2018, of 16 August, in its current version.
- 11.4.3. If the selected candidate obtained their PhD degree abroad, the recognition of the degree mentioned in the previous point must be obtained by the end of the deadline for signing the employment contract.
- 11.4.4. Candidates of foreign nationality, except those from Portuguese-speaking countries, must demonstrate proficiency in spoken and written Portuguese at C1 level of the Common European Framework of Reference for Languages (CEFR), as defined by the Council of Europe. This language proficiency requirement must be officially certified by a Portuguese as a Foreign Language proficiency certificate, issued by the Centro de Avaliação e Certificação de Português Língua Estrangeira (CAPLE).
- 11.5. The list of excluded and admitted candidates, as well as the final ranking list, will be published on the INIAV website. Candidates will also be notified via email.
- 11.6. Candidates who are excluded under the provisions of the previous sections have the right to a prior hearing. They will be granted a period of 10 (ten) days to submit their statements or objections.

## 12. Rules governing the selection committee

- 12.1. The Selection Committee will operate in accordance with the rules established in the ECIC, in its current version.
- 12.2. In its first meeting, the Selection Committee will approve this call for applications, as recorded in the minutes of the meeting, which will be approved in draft form.
- 12.3. In its second meeting, the Selection Committee will verify the admission requirements of the candidates and prepare the list of admitted and excluded candidates, ensuring that each exclusion is duly justified. Additionally, it will initiate the prior hearing process for excluded candidates.
- 12.4. In its third meeting, the Selection Committee will approve candidates based on absolute merit and in the evaluation of relative merit.
- 12.4.1. A **negative vote** on the approval of **absolute merit** must be justified based on one or more of the following circumstances:
- If the relevance, quality, and currency of the candidate's *Curriculum Vitae*, as well as their most significant and high-impact academic and professional



contributions, are deemed clearly insufficient for the minimally adequate performance of the Assistant Researcher role in the scientific area of the recruitment process and considering the specific requirements referenced in point 4.2, including the corresponding supporting documents;

- ii) If the 3 (three) works that the candidate considers most representative, as referenced in 10.6.3, particularly in relation to their contribution to the development and advancement of the scientific area of the recruitment process, fails to demonstrate that the candidate possesses the necessary capability for the minimally adequate performance of the Assistant Researcher role in the scientific area of the recruitment process;
- iii) If the candidate has not published, as the first, second or last author, at least 3 (three) publications in Q1 or Q2 impact factor journal in the last five (5) years, within the Web of Science or Scopus domains relevant to the scientific area of the recruitment process.

12.4.2. Once the candidates approved in absolute merit have been definitively identified, in accordance with the provisions of the previous point, the Selection Committee will proceed with the evaluation of their relative merit, following the procedures established in Article 16(3) of the ECIC, in its current version. For the ranking process, the parameters identified in the following sections may be considered for each evaluation component, weighted according to the preferred parameters specified in point 12.5.

12.4.2.1. **The QUALITY OF SCIENTIFIC AND TECHNICAL WORK (QTC)** of the candidates in the area of the recruitment process, with a weighting factor of 40%, considering the sum of the following items:

12.4.2.1.1. **Scientific publications** - this parameter considers books, book chapters, articles in scientific journals, and publications in scientific conference proceedings in which the candidate is listed as author or co-author, with the following score:

- Books with ISBN — up to 6 points/each
- Book chapters with ISBN — up to 4 points/each
- Articles in scientific journals indexed in Web of Science or Scopus — up to 6 points/each
- Articles in non-indexed scientific journals — up to 2 points/each
- Publications in scientific conference proceedings — up to 0.5 points/each

The score will depend on the scientific quality of the work, its contribution to the advancement of knowledge and the relevance of the publisher/journal/conference.

These values will be multiplied by a weighting factor of 1 in the case of the first, second or last author, and by a factor of 0.5 in other cases.

12.4.2.1.2. **Coordination and participation in research and development projects** - this parameter assesses the candidate's involvement in and coordination of research and development projects, which were competitively funded, with the following score:

- International projects — 10 point/each
- National projects — 7 points/each

These values will be multiplied by a weighting factor of 1 in the case of the coordinator and by a factor of 0.5 in the case of the participant.

12.4.2.1.3. **Promotion of scientific activity and networks** - this parameter assesses the candidate's ability to coordinate/lead research teams, as well as its participation in advanced training networks, in collaboration with national and international institutions, valued up to 8 points/activity, according to its relevance and complexity.

12.4.2.1.4. **Recognition by the scientific community** - this parameter includes scientific awards, editorial activities in scientific journals, participation in organising committees or scientific committees of scientific conferences, as well as lectures, by invitation, at technical-scientific events, valued up to 8 points/each, according to their relevance.

12.4.2.2. **PROFESSIONAL EXPERIENCE AND TRAINING** in the area of the recruitment process, with a weighting factor of 25%, considering the sum of the following items:

12.4.2.2.1. **Professional experience** – this parameter evaluates the candidate's professional career for the fulfilment of activities as an Assistant Researcher in the scientific area of the recruitment process, particularly in the parameters considered preferential, as well as its relevance to the development of this scientific area at INIAV, I.P., and is valued up to 8 points/year.

12.4.2.2.2. **Professional training** – this parameter considers the training courses attended by the candidate, and is valued at 0.2 points/hour of training.

12.4.2.3. **CONTRIBUTIONS TO SCIENTIFIC SUPERVISION** in the area of the recruitment process, with a weighting factor of 10%, considering the sum of the following items:

- Supervision of PhD theses — 10 points/each
- Supervision of Master's dissertations — 5 points/each
- Supervision of undergraduates' degree works — 2 points/each
- Supervision of trainees and research fellows — 1 point/each

Only completed supervisions will be quantified.

12.4.2.4. **PARTICIPATION IN MANAGEMENT BODIES** in the area of the recruitment process, with a weighting factor of 5%, considering the activities



developed in scientific and technological management bodies, valued up to 1 point/month.

12.4.2.5. **SERVICE TO THE COMMUNITY AND TECHNOLOGY TRANSFER** in the area of the recruitment process, with a weighting factor of 20%, considering the sum of the following items:

12.4.2.5.1. **Training activities** – this parameter considers the coordination and/or teaching in academic courses and professional training directed to companies and the public sector, valued at up to 2 points/activity, depending on its relevance.

12.4.2.5.2. **Industrial and intellectual property** – this parameter includes the authorship/co-authorship of registered patents, valued at up to 5 points/each, depending on its relevance.

12.4.2.5.3. **Scientific and technological publications** - this parameter considers articles published in technical-scientific journals, and is valued at 1 point/each.

12.4.2.5.4. **Other activities providing relevant services to the community in the technical-scientific field** - this parameter is valued up to 2 points/activity, according to its relevance and complexity.

#### 12.5. Preferential parameters:

- A preferred parameter is that the candidate be a PhD graduate with high potential and research capability, aiming to enter the scientific research career, with a *Curriculum Vitae* aligned with the scientific area of the recruitment process, with special emphasis on their scientific output over the **last 5 (five) years** in the area of oenological microbiology and molecular biology.
- A preferred parameter is the candidate's contribution to the development and advancement of the scientific area of the recruitment process, with a focus on studies on microbiology and molecular biology revealing proficiency in microbial culturing techniques, molecular biology methods (DNA and RNA isolation from biological samples, PCR, RT-PCR, DNA sequencing, RNA fingerprinting), microscopy, flow cytometry, and bioinformatics analysis, as well as experience with water quality analysis and treatment technologies, aroma and sensory analysis of wine, relevant to design comprehensive strategies addressing the wine industry's challenges, ensuring sustainable oenology and viticulture practices, resilience, microbiological safety, production of organic wines and enhancing wine quality.

12.6. In the assessment of the relative merit of the candidates, the parameters set out in Article 16, no. 3 of the ECIC shall be considered, with a grading scale from 0 to 100 points, as well as the classification system, which will be the arithmetic mean of the individual weighted averages.

#### 12.7. Voting procedure for the final ranking of candidates:

12.7.1. Pre-Voting Procedures: During the meeting, before voting begins, each Selection Committee member must present a written document detailing

their ranking of the candidates, based on the approved parameters and criteria. This document will be attached to the meeting minutes.

**12.7.2.** In all voting rounds, each Selection Committee member must adhere to the ranking presented in their written document. Abstentions are not allowed.

12.7.2.1. The first voting round determines the candidate to be placed in first position.

12.7.2.2. Majority rule: If a candidate receives more than half of the votes, they are placed in first position. If no candidate achieves a majority, a new voting round is conducted excluding the least-voted candidate from the previous round.

12.7.2.3. If two or more candidates are tied for the least-voted position, while at least one other candidate is not in that position, a run-off vote is held among the tied candidates. If the tie persists, the Chair of the Selection Committee decides which candidate is eliminated.

12.7.2.4. If all the candidates are tied in the first vote, the vote is repeated after a period of discussion between the Selection Committee members. If the tie persists, the Chair of the Selection Committee decides which candidate is eliminated.

12.7.2.5. The voting process repeats until a candidate secures more than half of the votes for first place. Once the first-ranked candidate is determined, the process is repeated to determine the second place, and so forth, until a final ranked list of all candidates is established.

**12.7.3.** The Selection Committee reserves the right to request additional supporting documents from candidates in case of doubt. This includes documents in a foreign language other than English or Portuguese, which must be translated into Portuguese or English and certified by the competent authorities.

**13.** This recruitment process has been prepared by the Selection Committee and will be available on INIAV website (<https://www.iniaiv.pt/procedimentos-concursais-e-de-mobilidade>), Public Employment Exchange – BEP ([www.bep.gov.pt](http://www.bep.gov.pt)), and EURAXESS portal (<https://euraxess.ec.europa.eu/>). This notice will be published on these platforms following its official publication in the *Diário da República*.

## ANNEX

### To whom it may concern

I, [Full Name], candidate for the recruitment process for a position of Assistant Researcher in the staff structure of Instituto Nacional de Investigação Agrária e Veterinária, I. P. (INIAV, I. P.), hereby declare, **under oath**, that I meet all the eligibility requirements for this competition as set forth by the Scientific Research Career Statute (*Estatuto da Carreira de Investigação Científica – ECIC*), as well as in this notice.

I attest that do not hold a permanent employment relationship in the careers of Scientific Research, University Lecturer, or Polytechnic Higher Education Lecturer, and/or an open-ended contract in national institutions not covered by Career Statutes. Additionally, I have provided documentary proof that I have benefited from a fixed-term contract or a grant, as a PhD holder, in an institution within the National Science and Technology System, prior to the publication date of the respective notice.

I fully understand that providing false statements will result in my exclusion from this recruitment process, without prejudice to the submission of the case to the competent authorities for criminal proceedings.

I also acknowledge that, if I am placed in an eligible position for hiring in the final approved ranking of this recruitment process, I will have a non-extendable period of 10 working days, counted from the notification of the final ranking, to submit to the Human Resources Department of INIAV, I.P. (*Departamento de Recursos Humanos do INIAV, I.P.*), the supporting documents proving that I meet the legal conditions required to establish a permanent public employment contract with INIAV, I.P.

Furthermore, I understand that failure to submit the required supporting documents mentioned in the previous paragraph, for reasons attributable to me, will result in my exclusion from this competition.

... (location), ... (date), ... (signature)