

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

- English -

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Deadline: 23-05-2025

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.001.

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.001.

The recruitment is intended for the scientific area of INIAV, I.P. Food Science and Technology (Preservation and Processing Technologies of Agricultural Products), for the Innovation Hub of Oeiras, within the scope of the application to the FCT-Tenure Programme – 1st Edition, with reference 2023.12090.TENURE.001- Assistant Researcher in Meat and Meat Products Food Technology.

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 March 26, 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 Food Science and Technology (Preservation and Processing Technologies of Agricultural Products) Meat and Meat Products Food Technology.
- 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 Food Science, Food Science and Technology and Nutrition, Veterinary Sciences, Food Engineering, or a related field. In all cases, a minimum of 3 years of professional experience in the field after completing the PhD is required.
- 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 Oeiras– Technology and Innovation Unit, 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*, 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 Carla Maria Cadete Martins Moita Brites, Coordinator Researcher at the Instituto Nacional de Investigação Agrária e Veterinária, I.P.
 - 8.2. The committee members will include:
 - Doctor Marta Maria Moniz Nogueira de Abreu, Principal Researcher at the Instituto Nacional de Investigação Agrária e Veterinária, I.P.;
 - Doctor Carlos Alberto Nunes dos Santos, Principal Researcher Retired from the Instituto Nacional de Investigação Agrária e Veterinária, I. P.;
 - Doctor Miguel Nuno Geraldo Viegas Santos Elias, Associate Professor at the Universidade de Évora;

- Doctor Rui José Branquinho de Bessa, Associate Professor at the Faculdade de Medicina Veterinária da Universidade de Lisboa;
- Doctor Miguel Maria Nugent Pestana da Silva, Principal Researcher at the Instituto Nacional de Investigação Agrária e Veterinária, I.P. (substitute).

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 11.6.

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 30th 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 do 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, 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, training, community service, technology transfer, scientific supervision and management relevant to the position must be identified according to the evaluation criteria in point 12.4

- of this notice, and their relevance to the scientific area of the competition, as per the duties assigned to an assistant researcher (Article 5 of the ECIC).
- The candidate should structure their *Curriculum Vitae* in a way that facilitates the quick and complete identification of their contribution to each sub-point in section 12.4.
 - Indication of the candidate scientific identifiers that allow access to their publication list (e.g., Scopus platform).
- 10.6.2. Provide the DOI (Digital Object Identifier), quartile (with indication of the considered area) of all scientific articles published in international journals mentioned in the *Curriculum Vitae*, as well as other works that the candidates consider relevant for the evaluation of the selection committee;
- 10.6.3. In the *Curriculum Vitae*, candidates must highlight up to five (5) 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 Oeiras Innovation Hub of INIAV, I.P.
- 10.6.5. With the exception of scientific articles, all application documents must be submitted in Portuguese or English.
- 10.6.6. The copies of the works mentioned in the Curriculum Vitae without a DOI must be submitted in electronic format (PDF), either via a USB drive or an active link, with the latter remaining accessible until the completion of the recruitment process.

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. 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.
 - 11.4.2. 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.
- 11.5. 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).
- 11.6. 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.
- 11.7. 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 ten (10) 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 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:
 - i) If the relevance, quality, and currency of the candidate's *Curriculum Vitae*, as well as their most significant and high-impact academic contributions, are deemed clearly insufficient for the minimally adequate performance of the Assistant Researcher role in the scientific area of the recruitment process; and/or
 - ii) If the list of up to five (5) 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.

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.

12.4.2.1. **The QUALITY OF SCIENTIFIC AND TECHNICAL WORK (QTC)** of the candidates, assigned a weighting factor of **55%**, considering the following considerations:

12.4.2.1.1. **Scientific Publications (20%)**: This parameter takes into account books, book chapters, articles in scientific journals, and conference proceedings of which the candidate was an author or co-author. The evaluation will consider:

- Its nature, relevance, quality, the candidate's involvement in the publication, and innovation in the field of food technology;
- The importance of the works selected by the candidate as most representative, particularly with regard to their contribution to the development and evolution of the scientific area for which the competition is open;
- Works focusing on Meat Technology and Meat Products will be valued up to 50%.

12.4.2.1.2. **Coordination and Participation in Scientific Projects (15%)**: This parameter assesses the candidate's involvement in and coordination of scientific projects, which were competitively funded, considering:

- Territorial scope (national or international) and its dimension;
- The candidate involvement/function, with emphasis on project coordination;
- Its nature/relevance in the field of food technology.

12.4.2.1.3. **Creation and Enhancement of Laboratory Resources (10%)**: This parameter evaluates the candidate's participation in and coordination of initiatives that have led to the creation or enhancement of laboratory infrastructures or the development of methodologies supporting research.

12.4.2.1.4. **Promotion of scientific activity and recognition by the international scientific community (10%)**: This parameter assesses the candidate's ability to coordinate and lead research teams, as well as their participation in advanced training networks, in collaboration with

national and international institutions. This parameter takes into account:

- Participation in international technical and scientific networks;
- Awards from scientific societies;
- Editorial and review activities in scientific journals;
- Coordination and participation in program committees for scientific events;
- Delivery of invited lectures at scientific meetings or other institutions;
- Membership in competitive admission scientific societies and other similar distinctions.

12.4.2.2. **PROFESSIONAL EXPERIENCE AND TRAINING**, assigned a weighting factor of **20%**, considering:

- The level and relevance of the candidate's academic degrees, titles and professional qualifications, as well as their professional experience in the scientific area of the recruitment process.
- Experience in the field of meat and processed meat products will also be valued, as well as laboratory experience in analytical techniques in fine chemistry, microbiology, and physical properties. Additionally, knowledge of the meat industry sector and its derivatives will be valued.

12.4.2.3. **CONTRIBUTIONS TO SCIENTIFIC SUPERVISION**, assigned a weighting factor of **15%**, considering:

- Supervision and co-supervision of students, interns, and research fellows: this parameter considers the supervision of PhD students, Master's students, undergraduate students, interns, and research fellows in topics relevant to the scientific area of the recruitment process.
- Professional training activities: this parameter considers the candidate's participation and coordination of technological training activities aimed at companies and the public sector, taking into account their nature, duration, and the results achieved.

12.4.2.4. **PARTICIPATION IN MANAGEMENT BODIES**, assigned a weighting factor of **5%**, considering:

- Positions in management bodies of educational or research institutions, or in the business sector: this parameter assesses the nature and level of responsibility of the position held.
- Leadership and coordination roles: this parameter evaluate the candidate's position, scope of action, and achieved results in managing departments and research units.

- Temporary positions and tasks: this parameter consider the nature, scope of action, and achieved results of the candidate's involvement in scientific programme evaluations, academic examination boards, recruitment panels, and other temporary roles assigned by competent management bodies.
- Other roles: This parameter evaluates positions held as per Article 49 of the ECIC, in its current version, as well as roles in national and international scientific organisations.

12.4.2.5. **SERVICE TO THE COMMUNITY AND TECHNOLOGY TRANSFER**, assigned a weighting factor of **5%**, considering:

- Industrial and intellectual property: Includes authorship and co-authorship of patents, industrial models, and designs, assessed based on their nature, territorial scope, technological level, and achieved results.
- Legislation and technical standards: this parameter evaluate the participation in the development of legislative projects and technical standards, considering their nature, territorial scope, and technological level.
- Technological dissemination publications: this parameter considers articles in national journals and conferences, and other outreach publications, assessing their professional and societal impact.
- Consulting and service provision aligned with the institutional mission: this parameter evaluates the participation in activities engaging the business sector and public institutions, considering the type of involvement, scale, diversity, technological intensity, and innovation.
- Service to the scientific community and society: this parameter evaluates the participation in and coordination of scientific and technological outreach initiatives, considering their nature and achieved results, when carried out with different sectors of society (businesses, media, schools, etc.).

12.5. 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.

12.6. **Voting Procedure for the Final Ranking of Candidates:**

- 12.6.1. 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.

- 12.6.2. In all voting rounds, each Selection Committee member must adhere to the ranking presented in their written document. Abstentions are not allowed.
- 12.6.2.1. The first voting round determines the candidate to be placed in first position.
- 12.6.2.2. 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.
- 12.6.2.3. 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.
- 12.6.2.4. If all candidates are tied in the first vote, the voting will be repeated after a discussion period among the jury members. If the tie persists, it is up to the Jury President to decide which candidate to eliminate.
- 12.6.2.5. 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.
- 12.6.3. 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, 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)