

## SELECTION PROCEDURE FOR CONTRACTING A TECHNICIAN (1 vacancy)

**Reference:** 2024\_059\_TS\_INDIMAR

A competition is open for the attribution of one work contract of Technician within the scope of the project INDIMAR – Key monitoring requirements for effective management of the Portuguese Network of Marine Protected Areas, with reference 2023.10552.S4P23, within the R&D Institution CIIMAR – Interdisciplinary Centre of Marine and Environmental Research, under the Science4Policy 2023 (S4P-23): annual science for policy project call, an initiative by PlanAPP – Competence Centre for Planning, Policy and Foresight in Public Administration in partnership with FCT – Foundation for Science and Technology, funded by Portugal’s Recovery and Resilience Plan, according to the following conditions:

**1. Scientific area:** Biological Sciences

**2. General admission requirements:** Any national, foreign and stateless candidate(s) who:

- a. holds a degree in Conservation Biology, Marine Biology, Marine Ecology or related scientific fields;
- b. is available to start immediately;
- c. has a scientific and professional curriculum whose profile is suited for the activities to be performed on marine biodiversity conservation.

In the event the degree was conferred by a foreign higher education institution, it must comply with the provisions of Decree-Law no. 66/2018 of 16th August, until the signature of the contract.

**3. Specific admission requirements:** Candidates must have previous skills and experience in:

- a. Searching and reviewing scientific and grey literature;
- b. Writing scientific publications and technical reports;
- c. Ability to work precisely and effectively under time constraint;

- d. Excellent social skills and ability to interact with the national science-policy community;
- e. Be fluent in Portuguese and English, both written and spoken.

Additionally, the following skills and experience will be considered as an advantage:

- a. Experience in marine biodiversity monitoring;
- b. Good knowledge of marine biodiversity indicators.

**4. Work plan:** The selected candidate will work on the INDIMAR project, applying review and survey methods to help create a comprehensive and updated overview of current indicators, monitoring methods, data management protocols, and entities involved in marine biodiversity monitoring relevant to the Portuguese Network of Marine Protected Areas. Additionally, the selected candidate will assist in organising three scientific workshops and a policy forum targeted at marine conservation practitioners and policymakers.

Main responsibilities include: i) supporting the assessment of national marine biodiversity monitoring needs and capabilities; ii) preparing materials for workshops and policy forum; iii) assisting in communication and dissemination of the project outputs; and iv) supporting the writing of project reports and a policy brief.

**5. Legislation and official rules:** Art. 140, n. 2, g) and 148 the Labor Code (Law 7/2009, of 12 February and respective updates);

**6. Workplace:** The work will be carried out at CIIMAR, Edifício do Terminal de Cruzeiros do Porto de Leixões, Av. General Norton de Matos, s/n, Matosinhos, on the Coastal Biodiversity research group, under the scientific supervision of Isabel Sousa Pinto and João Garcia Rodrigues.

**7. Duration of the contract:** Uncertain term work contract, starting in September 2024.

**8. Monthly salary:** Equated to the higher technical career, level 19: gross monthly salary € 1.543,88 food, holidays and Christmas allowance apart.

**9. Selection methods:** The ranking of candidates will be performed by an initial evaluation of the scientific and curricular path (ESCP) according to the following criteria:

- C1. Experience in reviewing scientific and grey literature (20%);
- C2. Experience in writing scientific publications and technical reports (20%);
- C3. Experience in marine biodiversity monitoring (10%);
- C4. Knowledge of marine biodiversity indicators (10%);
- C5. Evaluation of the letter of motivation and additional information (25%).

The Evaluation of the ESCP will be performed according to the following criteria:

$$\text{ESCP} = 0.20 \cdot C1 + 0.20 \cdot C2 + 0.10 \cdot C3 + 0.10 \cdot C4 + 0.25 \cdot C5$$

The evaluation process may include an interview (INT), for the first 3 positions, with the only propose of clarifying aspects related to the research results, with a relative weight of 15% and the previous evaluation with a relative weight of 85%.

In the case of an interview, the formula for the final classification will be as follows:

$$\text{CF} = 85\% \text{ ESCP} + 15\% \text{ INT}$$

If the candidates do not show up in the interview they will be withdrawal from the application, being excluded from the competition.

The panel shall deliberate by means of roll-call vote justified under adopted and disclosed selection criteria, with no abstentions allowed.

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

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

#### 10. Composition of the jury selection:

President of the jury: Isabel Sousa Pinto

Vogal: João Garcia Rodrigues

Vogal: Francisco Arenas

**11. Form of Advertising/notification of results:** The final results of the evaluation will be published through a list sorting the candidates according to their attributed mark, on the CIIMAR website and by e-mail. After the announcement of the results, candidates are considered automatically notified to, if they wish to do so, comment on the results on a preliminary hearing period within 10 working days after that date, as provided for in the *Código do Procedimento Administrativo*. The jury reserves the right to not assign the vacancy depending on the quality of the applications. In case of resignation or withdrawal of the selected candidate, the next candidate with the highest evaluation score will be notified immediately. Based on the final sorted list of the candidates it will be made a reserve list that will be used for the future recruitment of technicians for this project.

#### 12. Deadline for application and presentation of applications:

The competition is open from **5 until 18 september 2024**. The applications must be formalized, compulsorily, by sending the following documents:

- a. Copy of the eligibility certificates;
- b. Detailed curriculum vitae;
- c. Motivation letter (max: 2 pages; in Portuguese, including the achievements relevant for the competition as indicated in the selection criteria shown in nr. 9);
- d. Contact e-mail address and phone number;
- e. Indication of the reference of the competition (as indicated in this announcement);
- f. Any other documents that the candidates may recognize as relevant to demonstrate the adequacy to the function.

The applications should be sent by e-mail to: [rh@ciimar.up.pt](mailto:rh@ciimar.up.pt), with the offer reference in the subject. The applications that **do not include all the elements** from a) to e) will **not be considered**. In case of doubt, the panel is entitled to request any candidate to present further documentation supporting their statements. False statements provided by the candidates shall be punished by law.

**13. Non-discrimination and equal access policy:** CIIMAR 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.

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 selection period on their application form, under the regulations above.