

Job Position: **First Stage Researcher**

Job/Fellowship Reference: ULusófona-CBIOS/ BTM-MAT

Main research field: Pharmaceutical Sciences

Sub research field: Pharmaceutical Technology / Chemistry / Biology / Biochemistry / Health Sciences

I - Object and Scope

Job description:

COFAC, Cooperativa de Formação e Animação Cultural crl/ Universidade Lusófona, hereby opens a call to recruit a **First Stage Researcher**, under the terms of the applicable legislation, for a maximum of 10 months, within the scope of contract program between Foundation for Science and Technology, I.P. (FCT), and the above-mentioned Cooperative, supported by national funds inscribed in the budget of the FCT – and carried out at the Research Unit CBIOS - Universidade Lusófona's Research Center for Biosciences & Health Technologies.

Main Duties: the work plan is developed at CBIOS' Development of Delivery System domain (see more at <http://cbios.ulusofona.pt>) and consists of developing and characterizing nanodelivery systems to be included in formulations to tackle atopic dermatitis.

1. Contractual terms:

- a) The position of the **First Stage Researcher** is made effective using a full-time indefinite duration fixed-term employment contract, whose FCT funding is for a period of 6 months, possibly extendable to a maximum of 10 months.
- b) The tasks to be carried out in the fulfillment of this position are those considered in the scope of the project "Bioinspired materials in nanosolutions to tackle atopic dermatitis", financed by "Fundação para a Ciência e a Tecnologia, I.P."/MCTES (FCT, I.P.), ref. EXPL/BTM-MAT/0112/2021, through national funds (PIDDAC) (OE).
- c) The contract to be made is scheduled to begin on 2 May, 2022, and finish, predictably, on 28 February, 2023, or with the completion of the research project, preserving the term regime established by the Labour Code;
- d) The tasks comprehended in the object of the employment contract take place in the facilities of Campo Grande 376, in Lisbon, or in such places deemed necessary to implement the research plan;
- e) Monthly Allowance: The gross monthly salary is from 850 Euros to 1000 Euros (depending on the professional experience of the candidate), on exclusive regime, plus holiday and Christmas allowances, as well as food allowance in the amount and conditions set out for workers with a legal employment relationship under the Labour Code.

II – Eligibility and Applications

1. Position to be filled and terms of open call:
 - a) The call aims to hire a Bachelor.
 - b) National, foreign or stateless Bachelors may apply to the position.
 - c) Candidates holding a Bachelor degree in Pharmaceutical Sciences, Chemistry, Biology, Biochemistry, Medical Sciences and Health Sciences.

2. Cumulatively, the candidate should have the following profile:
 - a) Motivation for interdisciplinary work and good organization.
 - b) Be fluent in English. Proficiency in other non-Portuguese languages will be valued.

3. In the case of academic degrees awarded by foreign higher education institutions, under the terms of Decree-Law nº 66/2018, of 16 August, and so as to ensure the application of the principle of equal treatment to candidates holding foreign and national academic degrees, it is mandatory to obtain the recognition of said degrees and the conversion of their respective final score to the Portuguese rating scale. The recognition of foreign academic degrees and diplomas as well as the conversion of the final score to the Portuguese rating scale, should be available by the deadline for submission of applications. The recognition of foreign academic degrees and diplomas as well as the conversion of the final score to the Portuguese rating scale may be required in any public higher education institution or at the General-Directorate for Higher Education (DGES, only in the case of automatic recognition). Regarding this issue, candidates should consult the portal of DGES at the following address: <http://www.dges.gov.pt>.

4. Jurisdiction and opening of insolvency proceedings
 - a) COFAC - Cooperativa de Formação e Animação Cultural, holding the Universidade Lusófona de Humanidades e Tecnologias, author of the opening of this call.
 - b) Publication of the procedure observes that established by article 11 of Decree-Law no. 57/2016, of 29 August, amended by Law nº 57/2017, of 19 July.
 - c) Applicable Law: Portuguese Labour Code, as approved by Law No. 93/2019, of 4 September, in its current version (CT); Administrative Procedure Code, as published in Decree-Law No. 4/2015, of 7 January, in its current version.

5 - Deadline

The call is open from **1 April 2022 to 15 April 2022, 5 pm** (Lisbon time).

6 - How to apply

6.1. Applicants to this call will submit their application via recruiting/hiring platforms or by email to the following email addresses: secretaria.cbios@ulusofona.pt and catarina.leite@ulusofona.pt with the subject: ULusófona-CBIOS/BTM-MAT along with the following documents:

- a) Cover letter mentioning the motivations which justified the application, written in English;
- b) Curriculum vitae;
- c) Bachelor certificate;
- d) Recommendation letters;
- e) Other documents considered relevant by the applicant and which, from candidate's perspective, are pertinent to attest and assess the scientific and professional history.

6.2. Excluding the elements mentioned in paragraph e), failure to comply with any of the requirements listed in the previous number will determine the immediate rejection of the application.

6.3. False declarations given by the applicants will be punished according to the law.

III – Jury

7 – Jury Composition

The Jury has three members nominated by COFAC, crl Board. In accordance with the article 13 of Decree-Law nº 57/2016, of 29 August, amended by Law nº 57/2017, of 19 July, the following members were appointed:

President of the Jury: Manuel José Damásio

Substitute of the President of the Jury: Luís Monteiro Rodrigues

Effective members of the Jury:

Catarina Pereira Leite

Catarina Fialho Rosado

Substitute member of the Jury:

Ana Sofia Fernandes

8 - Competences

8.1. The jury will evaluate the applications.

8.2. Minutes shall be taken for each meeting of the jury, including the issues discussed and the votes by each of the members and the grounds for the decisions made.

9 - Selection method

9.1. The applications admitted to the competition will be assessed taking into account the quality, timeliness and relevance of the scientific curriculum (scientific output and research experience) suited to the strategic objectives of CBIOS and the creation of new knowledge, as well as the professional curriculum of the applicants, in addition to the level of adequacy to the proposed work plan.

9.2. In the first stage of the selection process, the jury will assess the set of elements listed below on a scale of 0 to 20:

The selection criteria shall be as follows:

- a) Experience and training in the area of the project (40%)
- b) Bachelor course grade (10%)
- c) Scientific production in the specific area (10%)
- d) Interview (40%)

9.3. Each of the items (a) to (c) is rated with a score from 0 to 20. Only the candidate with the highest score obtained with items (a) to (c) will have an interview. Candidates who obtain less than 15 will not be accepted.

9.4. In the event of a tie, the final decision will be the responsibility of the jury's chairman.

9.5. After the selection stages have been concluded, the jury will draw up, within no more than 7 workdays, a minute which will include the final decision, a ranking of the admitted applicants with their respective final scores, as well as a brief description of the recruitment process, assessment, and selection.

10 – Prior Hearing

The jury's final deliberation, referred to in paragraph 9.5 of the previous number, is communicated to the interested parties so that, in the exercise of the right of prior hearing provided for by the Administrative Procedure Code, they can, within 10 working days, pronounce themselves.

11 - Homologation

When the deadline for the exercise of the right of prior hearing has expired, the jury's final decision is certified by the Chairperson of the Executive Committee of COFAC, srl., which is also responsible for deciding on the hiring of the selected applicant.

12 - Dissemination of results

The list of admitted and rejected applicants, as well as their respective final scores, will be displayed in the facilities of Universidade Lusófona de Humanidades e Tecnologias, at Avenida do Campo Grande, nº 376, in

Lisbon and, moreover, they will be posted on the website www.cbios.ulusofona.pt; the applicants will be notified by email.

13 - The communication between CBIOS (secretaria.cbios@ulusofona.pt) and the candidates will be electronic and will comply with the following rules: a) At the time of electronic submission of any document the candidates must generate proof of "sent message". b) CBIOS will send an email message acknowledging documents received to the email address used by the candidates, within three working days. c) In case of absence of a confirmation receipt by CBIOS – showing the possibility of technical problems that should neither be the responsibility of the candidate nor CBIOS - the candidates should contact CBIOS, with the proof referred to in point (a), to ensure delivery and proper receipt of the documents concerned.

14 - Policy of non-discrimination and equal access: COFAC/Universidade Lusófona actively promotes a policy of non-discrimination and equal access, whereby no candidate may be privileged, benefited, disadvantaged or deprived of any right or exempted from any duty on the grounds of, inter alia, ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and trade union membership (Law nº 93/2017, 23 August).

15 - Data Protection: By applying, you agree with the use of your personal data by COFAC/Universidade Lusófona staff for exclusive purposes of this open call. COFAC/Universidade Lusófona administrative staff will use your contacts to contact you directly, and in the publication of the results, according to the principles set by the GDPR.

Lisbon, 30 March, 2022