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Home page

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- ▶ [Post research opportunities](#)
- ▶ [Find the ideal candidate](#)
- ▶ [List of registered organisations](#)

For Researchers

- ▶ [Post your CV](#)
- ▶ [Find research opportunities](#)
- ▶ [Practical information](#)
- ▶ [Foreign Researchers Guide](#)
- ▶ [Useful links](#)

Portuguese Mobility Centres

- ▶ [List and locate Portuguese Mobility Centres](#)

Research Landscape

- ▶ [Portuguese research landscape](#)
Find out how research is organised in Portugal.
- ▶ [Portuguese research policy](#)
Find out about research policy in Portugal.
- ▶ [Women in science](#)
Find out about the situation of women scientists.

Post Research Opportunities

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English

Português

1. Descrição do cargo/posição/bolsa

1. Job description

Job:

Research Fellow

Job/Fellowship Reference: Notice n.º NT-SOC-11

Main research field: Sociology

Sub research field:

Job summary:

Notice n.º NT-SOC-11

The Instituto de Ciências Sociais of the Universidade de Lisboa – ICS-ULisboa opens an international selection procedure for the position of doctoral candidate, to carry out research activities in the academic field of Sociology, on the basis of a public service work contract for a fixed term of three years, with a view to conducting academic work within the scope of the "Sociology of labour, professions and organizations; studies on labour relations, third sector and voluntary work".

Job description:

Notice n.º NT-SOC-11

1. In the light of the favourable opinion of the Academic Board of the *Instituto de Ciências Sociais* (Institute of Social Sciences) of the *Universidade de Lisboa* (University of Lisbon), hereinafter also "the Institute" or "ICS-ULisboa", as approved in the meeting of 18 July 2017, and by order of the Rector dated 8 June 2018, notice is hereby given of the opening of an international selection procedure for the position of doctoral candidate, to carry out research activities in the academic field of Sociology, on the basis of a public service work contract for a fixed term of three years, with a view to conducting academic work within the scope of the "Sociology of labour, professions and organizations; studies on labour relations, third sector and voluntary work".

2. Applicable legislation:

a) Decree-Law 57/2016, of 29 August 2016, which establishes a system for the hiring of doctoral candidates designed to encourage employment in the fields of science and technology in all areas of knowledge (RJEC), in the wording conferred on it by Law 57/2017, of 19 July, taking into account also the provisions of Regulatory Decree 11-A/2017, of 29 December 2017;

b) The general Law on Employment in Public Service (*Lei Geral do Trabalho em Funções Públicas - LTFP*), approved as an annex to Law 35/2014 of 20 June 2014, and subsequent amendments.

3. In accordance with article 13 of the RJEC, the members of the examining board, as determined in the meeting of the Academic Board mentioned in clause 1, are as follows:

Selection Board for Sociology:

Chairman: Director of ICS-ULisboa.

Members:

- Doctor Graça Maria Gouveia da Silva Carapineiro, Full Professor at ISCTE - *Instituto Universitário de Lisboa*;

- Doctor Ana Margarida de Seabra Nunes de Almeida, Research Professor and Chairman of the Academic Board of the *Instituto de Ciências Sociais* of the *Universidade de Lisboa*;

- Doctor José António Machado da Silva Pais, Research Professor at the *Instituto de Ciências Sociais* of the *Universidade de Lisboa*.

5. The monthly remuneration to be awarded is as provided for in clause 1 of article 5 of Regulatory Decree 11-A/2017 of 29 December 2017, corresponding to level 33 of the consolidated table of remuneration, as approved by Government Order 1553-C/2008 of 31 December 2008, being 2,128.34 Euros, without prejudice to the provisions of clause 3 of article 5 of said Regulatory Decree.

6. Bearing in mind the funding regime for contracts awarded as a result of this selection procedure, this selection procedure and its funding will terminate, if the grantholder who gave rise to this process does pursue his or her application for the position.

7. The contract will remain in force for a period of 3 years and is automatically renewable for periods of one year, up to a maximum of 6 years, unless:

a) The Institute's Academic Board proposes its cessation, based on an unfavourable opinion of the work undertaken by the doctoral candidate, in accordance with the rules in force in the Institute for evaluation of the probationary period of researchers covered by the Academic Careers Statute, as duly amended. The cessation shall be notified to the interested party up to 90 days before the term of the initial contract or of the current renewal;

b) Any of the clauses apply which provide for termination in accordance with article 289 of the LTFP;

c) The public employer, or the employee, communicates in writing, up to 30 days before the term of the contract or of the current renewal, their desire not to renew it, with the ensuing expiration of the fixed-term work contract entered into as a result of this Notice.

8. Portuguese, foreign and stateless persons who hold a doctoral degree in a branch of knowledge or specialism which covers the field of Sociology or an associated field, may submit applications through this selection procedure, as may those who, in accordance with Decree-Law 341/2007 of 12 October 2007, as regulated by Government Order 227/2017 of 25 July 2017, are acknowledged to have the rights inherent in the title of the degree of Doctor, and those who have been granted equivalence to, or recognition of, the degree of Doctor under the terms of Decree-Law 283/83 of 21 June and have an academic and professional curriculum vitae which demonstrates competencies matching the research work to be undertaken.

Equivalence, recognition and registration of the degree of Doctor shall be obtained by the end of the time limit for submission of applications.

9. Formal procedure for applications:

9.1. Applications shall be submitted using the application form available on the webpage of the Institute (<https://www.ics.ulisboa.pt/info/informacoes-legais>) and addressed to the Director of the *Instituto de Ciências Sociais* of the *Universidade de Lisboa*, and should make reference to this Notice (Ref. NT-SOC-11), providing full name, number and date of issue or expiry of identification document, citizen's card, or civil identification number, fiscal number, date and place of birth, profession, residential address and contact address, including e-mail address and telephone number.

9.2. The application should be accompanied by the documentation proving compliance with the conditions set out in point 8 for eligibility for this selection procedure, namely:

a) Copy of certificate or diploma;

b) Doctoral thesis or equivalent document(s) which gave rise to the award of this academic degree;

c) Detailed *curriculum vitae*, organized in accordance with the items set out in points 13 and 15, highlighting, in the form of attached copies, the research work the candidate considers to be most relevant for each of the items in points 13 and 15;

d) Research proposal focusing on "Sociology of labour, professions and organizations; studies on labour relations, third sector and voluntary work";

e) Other documentation for which the candidate provides grounds for its being relevant to the assessment of his or her application.

9.3. Candidates are required to submit the documentation mentioned in points 9.1 and 9.2, in PDF format by e-mail, to the e-mail address concursos@ics.ulisboa.pt, said e-mail to be sent up to the final day of the time limit for the start of the selection procedure, which is set at 30 working days after publication of this Notice in the *Diário da República* (Portuguese Government Gazette), on the Public Employment Exchange and the websites of the Institute and the FCT, I.P., in Portuguese and English. Any candidate may, by reason of the technical difficulty or impossibility of sending by e-mail any of the documents mentioned in points 9.1 and 9.2, deliver them in physical form, within the time-limit mentioned above, by registered postal mail with notification of receipt, to the postal address of the Institute, Avenida Professor Anibal de Bettencourt, 9 - 1600-189 Lisboa or by hand to the same address. If the candidate's reasons for submitting documents in physical form are not accepted, the Chairman of the Selection Board shall grant the candidate an additional 5 working days to submit them in digital form as well.

9.4. Applications and documentation may be submitted in English or Portuguese, albeit the Chairman of the Selection Board may demand, if a member of that board does not know Portuguese, that the candidate proceed to obtain and submit, within a reasonable period of

time, a translation into English of any document previously submitted by the candidate in Portuguese.

10. By decision of the Director of the Institute candidates shall not be admitted to the selection procedure if they have not complied with the provisions of point 9. Candidates will be automatically ruled out who do not use the application form, or who do not submit all the documentation mentioned in paragraphs a) to d) of point 9.2, or whose documentation is illegible, incorrectly filled in, or invalid. The selection board is also entitled, in case of doubt and in order to confirm eligibility for the selection procedure, to request documentary proof of statements made by any candidate.

11. Approval on absolute merit:

11.1. The selection board will decide to approve or reject applications based on absolute merit, justified by a roll call vote and not admitting any abstentions.

11.2. Candidates whose applications who have obtained the favourable vote of over half the voting members of the board shall be considered to have been approved on absolute merit.

11.3. Candidates will be approved on absolute merit who have an academic trajectory which is relevant to the academic field to which this selection procedure refers, taking into account compliance with the additional weighting criteria set out in point 15.5.

11.4. A vote against approval on absolute merit may further be based on non-compliance with the following conditions: the Research Proposal drawn up by the candidate is clearly not adequate and is not appropriately positioned in the academic field(s) in question, suffers from serious inaccuracies or is not supported by the candidate's previous work.

12. Under the terms of article 5 of the RJEC, selection will be carried out by evaluation of candidates' academic and curricular careers.

13. Evaluation of candidates' academic and curricular careers is based on the relevance, quality and topicality of:

a) Research, technological, academic cultural and artistic production in the last five years which the candidate considers most relevant;

b) Applied research, or practice-based work, undertaken in the last five years and which the candidate believes to have had the greatest impact;

c) Knowledge extension and dissemination activities undertaken in the last five years, in particular in the promotion of culture and research practice, which the candidate believes to be most relevant;

d) Management of science, technology and innovation programmes, or experience in observing and monitoring the science and technology or higher education systems in Portugal or abroad.

14. The board may increase the five-year period set out in the previous clause, at the candidate's request, when this is justified and proof is provided in documentary form that research activity was suspended for reasons connected with social protection, in particular for parental leave, prolonged serious illness and other situations legally justifying non-attendance for work.

15. The criteria for evaluation are those set out in this clause, with the additional criterion set out in point 15.5, and paying particular attention to the candidate's *curriculum vitae* and contributions the candidate regards as being of the greatest relevance over the last five years:

15.1. Quality of scientific, technological, cultural and artistic production which the candidate deems to be most relevant, and relevant to the research project to be undertaken, which has been given a weighting factor of 70 %, taking the following into account:

i) Academic publications: a parameter which includes books, book chapters, articles in academic journals and in proceedings of international conferences authored or co-authored by the candidate, taking into account:

- their nature;
- their impact;
- Scientific/technological level and innovation;
- Diversity and multi-disciplinarity;
- International collaboration;
- The importance of the candidate's contributions for the current state of knowledge;
- The importance of the projects which the candidate has chosen as being the most representative, in particular as far as their contribution to the development and progress of the academic field for which this selection procedure has been launched is concerned.

ii) Recognition by the international research community: a parameter which takes into account:

- Awards from research bodies;
- Editing work in academic journals;
- Membership of editorial boards of academic journals;
- Organization of and participation in committees preparing research programmes and events;
- Guest lectures at academic conferences and in other institutions;
- Membership of research societies with competitive membership criteria and similar distinctions.

iii) Organization of and participation in research projects: a parameter which includes candidate's participation in and organization of research projects, subject to competitive selection procedures, taking into account:

- Territorial scope and size;
- Innovation and diversity.

iv) Promotion of research work: a parameter which covers the candidate's demonstrated ability to organize and lead research teams;

v) Monitoring and supervision of students, interns and research grantholders: a parameter which takes into account supervision of doctoral, master's degree and undergraduate students, interns and research grantholders, taking into account the number, quality, scientific and technological scope and impact of the resulting publications, dissertations, theses, and final coursework, and highlighting award-winning and internationally recognized research work.

15.2. Applied research work, or practice-based work, which the candidate considers to have had the greatest impact, and which is relevant to the planned research to be undertaken; the weighting attributed to this factor is 10 %, bearing in mind:

i) a parameter which takes into account participation in and organization of training activities for citizens, businesses and the public sector, noting their nature and the results obtained;

ii) Provision of services and consultancy as part of the institutional mission: a parameter which takes into account participation in activities involving the business environment and the public sector, noting the type of participation, project size, diversity and innovation;

iii) Design, planning and production of scientific events: a parameter which takes into account the value for the activities of the Institute of relevant professional experience.

15.3. Extension and dissemination of knowledge activities, in particular in connection with the promotion of culture and research practice, which the candidate considers to be the most relevant, and relevant for the proposed research project. This factor has a weighting of 10%, taking into account:

i) Intellectual property;

ii) Technical legislation and standards: a parameter which takes into account participation in drafting legislative proposals and standards, noting their nature, territorial coverage and technological level;

iii) Publications for the dissemination of scientific and technological research: a parameter which takes into account articles in journals and at national conferences and other publications for the dissemination of science and technology research, with due note taken of its professional and social impact;

iv) Services to the academic community and society: a parameter which takes into account participation in and organization of programmes to disseminate scientific and technological research and considering their nature and the results obtained, when carried out with:

- the academic community, in particular through the organization of conferences and lectures;
- the media;
- businesses and the public sector.

15.4. Contribution to management activities for science, technology and innovation programmes, or to experience in the observation and monitoring of the research system in higher education, in Portugal or abroad, which is relevant to the project to be undertaken. This factor has a weighting of 10%, taking into account:

i) Positions in university bodies, schools and research units: a parameter which takes into account the nature and the responsibilities of those positions;

ii) Other positions: a parameter which takes into account positions held in national and international academic organizations.

15.5. In connection with the weighting of the evaluation criteria outlined in points 15.1 to 15.4, each examiner may take into consideration the following additional parameter: relevance and quality of the research proposal submitted for the topic "Sociology of labour, professions and organizations; studies on labour relations, third sector and voluntary work", in the light of the specific aim of developing the ICS-Ulisboa's strategic programme.

16. The examiners may decide to select up to three candidates approved on absolute merit who will be summoned to a session in which they will be required to make a presentation of the results of their research, as a result of which the examiners shall encourage an open debate on their content and innovatory nature. These presentations are not a method of selection and will not count towards the marks obtained by each candidate. Their purpose is merely to obtain clarification and explanations of information contained in candidates' curricula vitae.

17. Whenever the examiners deem it necessary, they may ask a candidate, to back up statements made, to submit additional documentation relevant to the assessment and marking of their application.

18. Classification (marking) of candidates:

18.1. Each examiner shall award a mark to each candidate for each evaluation criterion, on a scale of 0 to 5 points, and will proceed to rank candidates in accordance with the final marks obtained by adding up all the individual marks obtained for each evaluation criterion, and taking into account the weighting for each parameter.

18.2. Candidates shall be ranked by applying the method of successive voting outlined in clause 3 and subsequent clauses of article 20 of the University of Lisbon's General Rules for Tenders (*Regulamento Geral de Concursos da ULisboa*), published as part of Despach 2307/2015 of 5 March 2015.

18.3. The examining board shall reach its decisions on the basis of an absolute majority. No abstentions are permitted.

18.4. The final position of each candidate is that which matches his or her ranking resulting from application of the method mentioned in point 18.2.

19. Minutes of the meetings of the examining board shall be drawn up, containing a summary of proceedings, as well as the number of votes awarded by each examiner and the grounds for those votes. These minutes will be made available to candidates on request.

20. The final deliberation of the examining board shall be approved by the Rector, it being the responsibility of the Director of the Institute to sign the respective contract.

21. False statements made by any candidate will be punishable in terms of the law.

22. The list of candidates accepted and those rejected, as well as the final ranking of all candidates, will be posted at the Institute's premises, at the address mentioned above, and put up on the Institute's webpage, candidates being notified by e-mail with notification of receipt, without prejudice to the provision of articles 110 to 114 of the Administrative Procedure Code (*Código do Procedimento Administrativo*).

23. Preliminary audition and time limit for Final Decision: once notified, candidates will be asked to respond within 10 days. The final decisions of the examining board will be taken within 90 days of the time limit for submission of applications.

24. The present selection procedure is aimed solely at filling the position indicated in this Notice, and may be cancelled up to the moment when the list showing the final ranking of the candidates is approved. It will cease when the employment position has been filled.

25. Policy of non-discrimination and equal access: the *Instituto de Ciências Sociais* of the *Universidade de Lisboa* actively pursues a policy of non-discrimination and equal access, which means that no candidate may be given special privileges, be benefitted or prejudiced in any way, or deprived of any right by reason of ancestry, age, sex, sexual orientation, marital or family status, financial circumstances, educational attainment level, origin or social class, genetic inheritance, reduced ability to work, handicap, chronic illness, nationality, ethnic or racial origin, land of origin, language, religion, political or ideological convictions or union membership.

26. Under the terms of Decree-Law 29/2001 of 3 February 2001, handicapped candidates take preference where scores are equal, and such preference prevails over any other legal right of preference. Candidates should state on the application form, on their word of honour, the extent to which they suffer from a handicap, its type and the means of communication or expression to be used in the selection process, in accordance with the terms of the above-mentioned legislation.

27. Signature of this contract as a result of this selection procedure is subject to acceptance by the FCT of the costs associated with it as being eligible for funding by the FCT, and to signature of the respective addendum to the programme contract between the Institute and the FCT.

15 June 2018

Professor Doctor José Luís Cardoso, Director

Vacant posts: 1

Type of contract: Other

Job country: Portugal

Job city: Lisboa

Job company/institute: Instituto de Ciências Sociais da Universidade de Lisboa

Application deadline: 10 Agosto 2018

(The Application's deadline must be confirmed on the Job Description)

[⬆️ Top of page](#)

2. Dados de contactos da organização

2. Organization contact data

Organization/institute: Universidade de Lisboa - Instituto de Ciências Sociais - ICS-ULisboa

Address:

Av. Prof. Aníbal Bettencourt, nº 9
Lisboa - 1600-189 LISBOA
Portugal

Email: instituto.ciencias.sociais@ics.ulisboa.pt

Website: <http://www.ics.ulisboa.pt>

[⬆️ Top of page](#)

3. Habilitações académicas

3. Required education Level

Empty

[⬆️ Top of page](#)

4. Línguas exigidas

4. Required languages

Empty

[⬆️ Top of page](#)

5. Experiência exigida em investigação

5. Required research experience

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[⬆️ Top of page](#)