

## **Opening Notice**

### **Post-Doctoral Research Fellowship (BIPD) in Management/Innovation**

**Reference: CUBE-GalpChair-BIPD/1**

CUBE - Católica Lisbon Research Unit in Business and Economics at Católica Lisbon School of Business & Economics, Universidade Católica Portuguesa, is awarding one (1) Post-Doctoral Research Fellowship (BIPD) in the scientific field of Management/Innovation for the development of research in the frame and funding of GALP Chair for Innovation and Systemic Impact.

#### **ADMISSION REQUIREMENTS**

- At the time of the application, candidates must have completed a PhD degree, obtained not more than three years before the start date of the fellowship, in the scientific field of Management or closely related fields;
- The doctoral work should not have been accomplished in the institution awarding the present fellowship;
- Only candidates who do not exceed, with the conclusion of the fellowship contract referred to in this notice, including the planned renewals, a cumulative period of three years in this type of fellowship, consecutive or interpolated, are eligible.

Other requirements are the following:

- High motivation and enthusiasm for research and academic projects
- Good data collection and data analysis skills;
- Strong qualitative skills;
- Excellent command of the English language;
- Ability to work in an organized and autonomous way.

Preferential requirements:

- A preference will be given to individuals able to work in software such as NVivo, Atlas.ti or similar;
- Research interest and research experience in the field of innovation and strategy will be valued.

#### **WORK PLAN AND GOALS**

The main duties of the researcher are:

- Conduct research projects autonomously;
- Write up reports and studies for publication in a collaborative way;
- Present and communicate the work of the Galp Chair in Innovation and Systemic Impact.

#### **APPLICABLE REGULATIONS**

Research Fellow Statute, approved by Law No. 40/2004, of August 18, in the current wording conferred by Decree-Law No. 123/2019, of August 28; current Regulation of Fellowships of

Fundação para a Ciência e Tecnologia, I.P. (Regulation No. 950/2019 of December 16th); Regulation of Fellowships of Universidade Católica Portuguesa.

#### **WORKPLACE AND SCIENTIFIC GUIDANCE**

The workplace is Católica Lisbon School of Business & Economics, Universidade Católica Portuguesa, in Lisbon, and the work will be developed under the scientific guidance of Professor Rene Bohnsack.

#### **FELLOWSHIP'S DURATION AND START DATE**

The fellowship will be awarded for a period of 6 months, in exclusive commitment. The fellowship may be renewed up to the fullest extent permitted by applicable regulations (3 years). The renewal of the fellowship contract depends on the research fellow's evaluation concerning the accomplishment of the work plan, the fulfillment of personal requirements for the fellowship renewal and the availability of funding in the project.

The fellowship is planned to start in May or June 2023.

#### **MONTHLY MAINTENANCE ALLOWANCE**

The fellowship's maintenance allowance is 1.741,00€ per month, according to the table of values of the grants awarded directly by FCT, I.P. in the Country. Further information at [https://www.fct.pt/wp-content/uploads/2023/02/Tabela-de-Valores-SMM\\_2023.pdf](https://www.fct.pt/wp-content/uploads/2023/02/Tabela-de-Valores-SMM_2023.pdf). The fellowship will be paid monthly by bank transfer.

The fellowship holder will be covered by a personal accident insurance.

If not covered by any social protection scheme, the fellowship holder can ensure the right to Social Security through adherence to the Voluntary Social Security scheme, pursuant to "Código dos Regimes Contributivos do Sistema Previdencial de Segurança Social". Provided that the awarded fellowship has a minimum duration of 6 months, the fellowship holder will be entitled to assume, by UCP, the charges resulting from the contributions that apply to the first bracket referred to in article 36 of Decree-Law no. 40/89, of 1 February, with the increase in charges arising from the option for a higher incidence base on its own.

#### **SELECTION METHOD**

The candidates' final classification shall be presented on a scale of 0 to 100. The final classification evaluates the candidate's merit and it is calculated by weighing in each factor as follows:

A. Academic curriculum assessment: 50%

B. Expertise in the work field, including previous research experience: 30%

C. Data collection and analysis skills: 20%

Final Classification =  $(0,50 \times A) + (0,30 \times B) + (0,20 \times C)$

A minimum of 75 points is needed for a candidate to be considered eligible for the position.

If necessary, candidates may be called for an interview, in which case the interview will not be scored or weighted in the final classification and will only serve to clarify the information provided.

The selection panel reserves the right not to select any candidate if it considers that none of the candidates has the required profile.

#### **COMPOSITION OF THE SELECTION PANEL**

President of the Jury: Professor Rene Bohnsack (fellow supervisor)

Effective Member: Professor Joao Cotter Salvado

Effective Member: Professor Pedro Parada

Substitute member(s): Professor Filipe Santos

#### **REQUIRED DOCUMENTS FOR APPLICATION**

Applications are to be submitted in English.

Applications shall include the following documents:

1. Letter elaborating on the motivations and objectives for applying to the BI fellowship;
2. Curriculum Vitae including all the elements to access the admission requirements, namely all the research fellowships previously awarded, if applicable;
3. Doctoral Certificate with date of award of the degree;

In case of not being possible to obtain the certificate mentioned in 3. until the due date of the application, the candidate may replace them by declarations of their responsibility with the corresponding content, submitted electronically and, in case of grant of the fellowship, send the official certificates to CUBE, before the contract being handled.

#### **DEADLINES AND SUBMISSION OF APPLICATIONS**

Required documents should be sent by e-mail to [catolica-lisbon-research@ucp.pt](mailto:catolica-lisbon-research@ucp.pt) from April 14<sup>th</sup> until April 28<sup>th</sup>, 2023 (until 5 pm Lisbon time) with the reference Subject: CUBE-GalpChair-BIPD/1 - #Candidate's name#.

No document that should have been submitted at the application stage may be presented after the deadline set for this purpose in the opening notice. Failure to comply with the deadline set for the submission of the application, as well as the lack of submission or late submission of the documents referred to in this point will determine exclusion from the competition. False statements provided by the candidates are punishable by law.

#### **DELIBERATION AND RELEASE OF THE RESULTS**

The selection panel deliberates in accordance with adopted and disclosed selection criteria. Minutes of panel meetings shall include a summary of the meeting content. After application of the selection criteria, the panel shall prepare a ranked list of approved candidates and respective classification.

The ranked list of candidates will be published within 90 working days after the deadline of the applications on the CATÓLICA-LISBON website <https://www.clsbe.lisboa.ucp.pt/research/research-positions>. Candidates will be notified by e-mail once this list is made available.

After this notification, and in case there are no allegations, the results will become definitive. Ineligible candidates will be notified by email, with details of the missing eligibility elements.

In the 10 working days after the communication of the final decision, the selected candidate must confirm in writing his/her availability to initiate the fellowship in the proposed date. In case of unavailability, the offer will be made to the next candidate in the ranked list.

### **PRIOR HEARING, COMPLAINTS AND APPEALS**

In case of unfavorable decision, candidates will have 10 working days after notification to pronounce in a prior hearing, should they wish it, under the terms of the Code of Administrative Procedures. The complaint or appeal should be addressed to the Rector's Office (Reitoria) of Universidade Católica Portuguesa. The final decision will be made within a maximum of 60 working days after the conclusion of the prior hearing of interested parties.

### **PRIVACY POLICY**

Universidade Católica Portuguesa is the controller responsible for the processing of Personal Data in accordance with Regulation (EU) 2016/679 – General Regulation on Data Protection.

The personal data submitted within the scope of this tender procedure is processed within the framework of said tender procedure only, and will be treated by Universidade Católica Portuguesa with the purpose of verifying the fulfillment, by the candidates, of the assumptions established in the applicable legislation for their contracting. Opposition to the processing of data by the candidates will make it impossible to accept the application and, therefore, to analyze and evaluate it.

The personal data of the Data Subject, if it be indispensable for the fulfillment of the obligations of Universidade Católica Portuguesa, may be conveyed to third parties, namely to the Financing Entities identified in this announcement.

The data retention period shall correspond to the legally defined period of five years.

The Data Subject is entitled to oppose to the collection and processing of data, has the right to verification, the right to rectification, the right to deletion, and the right to restriction of processing of the data collected. However, the exercise of such rights may be excluded when the personal data is used to protect public interest, namely in the detection and prevention of crimes or when subject to professional rules of confidentiality.

The Data Subject has the right of access and portability of the data.

Rights of Personal Data Subjects: <https://www.ucp.pt/rights-data-subjects>.

For purposes of exercising the respective rights, contact the University through the e-mail address [compliance.rgpd@ucp.pt](mailto:compliance.rgpd@ucp.pt) or by using the address found at the end of this announcement, through the means set out in "Contacts for clarification".

The Data Subject is always entitled to contact and file a complaint with the Comissão Nacional de Proteção de Dados (Portuguese Supervisory Authority for Personal Data).

### **NON-DISCRIMINATION AND EQUAL ACCESS POLICY**

Universidade Católica Portuguesa 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, gender, sexual orientation, marital status, family status, family and economic conditions, instruction, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions, and union membership.

### **CONTACTS FOR CLARIFICATION**

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