

**ANNOUNCEMENT FOR THE OPENING OF AN INTERNATIONAL SELECTION TENDER
PROCEDURE FOR DOCTORATE HIRING**

PURSUANT TO DECREE-LAW NO. 57/ 2016 OF 29 AUGUST

Internal Reference: CUBE-PhD-6389-1

1. Framework

The Rector of the Universidade Católica Portuguesa, Prof. Dr. Isabel Capelo Gil, hereby announces an international selection tender for one vacancy of doctorate Junior Researcher to perform duties of scientific research, on an exclusivity basis, in the scientific field of Organizational Behavior. The research activities are to be carried out at CUBE - Católica Lisbon Research Unit in Business and Economics - GES/00407, integrated at Católica Lisbon School of Business and Economics of the Universidade Católica Portuguesa, in Lisbon, for the development of research in the project PTDC/EGE-OGE/6389/2020 entitled "Helping individuals recover from interpersonal transgressions: An intervention to promote forgiveness" (PI Maria Francisca Saldanha), a project financed by national funds through the FCT - Foundation for Science and Technology, I.P. (FCT, IP).

This project started in February 1, 2021 and will have a duration of 36 months, until January 31, 2024. The contract resulting from this selection tender should start on November 1, 2021, with an expected duration of 24 months (duration of the activities) which will never, under any circumstances, exceed the duration of the project.

The current project aims to deepen the study of forgiveness in organizational contexts, including validating measures to assess and developing interventions to promote forgiveness in the workplace. The projects tasks include facilitating the research process (e.g., participating in hypotheses development, conducting field and laboratory studies, analyzing data, participating in the write up of academic papers).

2. Applicable Legislation

Decree-Law no. 57/2016 of 29 August, amended by Law no. 57/2017 of 19 July, which approved the doctorate hiring regime destined to stimulate scientific and technological employment for all knowledge areas (RJEC), without prejudice to the specific regulations applicable to the Universidade Católica Portuguesa.

3. Workplace

The workplace is located at the Lisbon facilities of the Universidade Católica Portuguesa.

4. Remuneration

Gross monthly remuneration to be paid is 2 134,73 euros, plus meal, vacation, and Christmas allowances.

5. Admission requirements

Any national, foreign, and stateless candidates who hold a doctoral degree in Work and Organizational Psychology, Organizational Behavior, or related scientific fields, and a scientific and professional curriculum whose profile is suited for the activities to be performed, can submit an application.

In the event the doctoral degree was awarded by a foreign higher education institution, said degree must comply with the provisions of Portuguese law on the recognition of foreign degrees. For those purposes, the requirements described in **point no. 11** of this notice must be considered.

Requirements / Preferential requirements for this position:

- Experience in conducting literature reviews
- Experience in construct development and scale validation
- Experience in conducting multi-wave field studies
- Experience in the development and assessment of intervention studies
- Record of participation in research projects in related fields (e.g., intervention studies)
- Record of international leading publications (e.g., ABS 3 or 4, FT 50 list)
- Record of participation in international academic conferences
- Experience in dissemination activities to the broader community

6. Selection Process

Pursuant to article 5 of RJEC, selection is to be made based on the candidates' scientific and curricular career evaluation.

7. Evaluation criteria

Assessment criteria: scientific production and its relevance, participation in scientific projects and congresses, student supervision, scientific dissemination actions, transfer of knowledge, other relevant activities and experiences.

The candidates' final classification shall be presented on a scale of 0 to 100. The value is calculated by weighing in each factor as follows, always taking into account that for each item only the activity relevant to the scientific field of the present tender will be considered:

1. Scientific and curricular background (PC)

- a) Academic profile: **60%**;
- b) Quality of published article(s): **20%**;
- c) Participation in research projects in fields relevant to the work plan: **10%**;
- d) Extension and dissemination activities: **10%**;

Depending on the selection panel's appraisal, interviews (E) may take place.

Applicants who are interviewed will be assigned a new classification in addition to the initial one that will be based on the following formula:

Final classification = 90% PC+ 10% E

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

Failure to identify suitable candidates will result in the position not being filled.

8. Tender Selection Panel

Pursuant to article 13 of RJEC, the tender selection panel shall be formed by:

President of the Jury: Dr. Maria Francisca Saldanha (PI);

Other members: Dr. Laurie J. Barclay; Dr. Daniel L. Brady.

9. Deliberation

The panel shall deliberate by means of a roll-call vote under the adopted and disclosed selection criteria, with no abstentions allowed. Minutes of panel meetings shall be drafted and shall include a summary of all occurrences of said meeting, as well as of all votes cast by the members and respective reasoning. After application of the selection criteria, the panel shall prepare a sorted list of approved candidates and respective classification. The panel's final decision shall be approved by the Rector, who shall also approve the hiring of the selected candidate.

The ranked list of approved candidates will be posted at the Lisbon facilities of Universidade Católica Portuguesa, located at Palma de Cima, Lisbon and will be announced on the CATÓLICA-LISBON website <https://www.clsbe.lisboa.ucp.pt/research-positions>. Candidates will be notified by email once this list is made available.

10. Preliminary Hearing and Final Decision Deadline

After being notified, all candidates have 10 working days to respond. The panel's final decisions are pronounced within the next 5 working days, after the 10 work-day response period.

11. Application formalization

Applications must be sent to cube-phd-applications@ucp.pt with the reference Subject: CUBE-PhD-6389-1 - #Candidate's name#.

Applications are to be submitted in English.

Applications shall include the following documents:

- a) Cover letter;
- b) Curriculum vitae, highlighting the scientific and curricular elements considered most relevant by the candidate;
- c) Doctoral Certificate with date of conclusion of the degree;
- d) Published articles in international peer-reviewed journals.

If the Doctoral Degree has been awarded by a non-Portuguese higher education institution it must comply with the provisions of the Portuguese legislation on the recognition of foreign degrees, regulated by Decree-Law no. 66/2018 of August 16th. The signature of the contract is conditional on the presentation of the formal document.

Applicants are advised to check the website of the Directorate-General for Higher Education (DGES) for further information: <https://www.dges.gov.pt/en/pagina/degree-and-diploma-recognition>.

12. Application deadline

Candidates may submit their applications in the terms mentioned in the previous point, from September 13, 2021 until September 24, 2021 (until 5 pm Lisbon time).

Candidates who do not comply with the application's prerequisites or who fail to prove the eligibility requirements imposed by this tender shall be excluded. In case of doubt, the panel is entitled to request that candidates present further documentation supporting their statements.

Failure to submit clarifications, information or documents that are requested, within 5 working days, determines the dismissal of the application.

False statements provided by the candidates are punishable by law.

13. 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 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).

14. 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.

15. Final remarks:

This tender is exclusively destined to fill this specific vacancy and can be terminated at any time until approval of final candidate list, expiring with the respective occupation of said vacancy.

This invitation to tender and the contract concluded as a result of it will only take effect if FCT's financing conditions are fulfilled.

This tender procedure can be canceled when it is vacant; when any case of force majeure occurs; or when other reasons of a budgetary nature, occurring after the opening of the competition, determine it.

The selected candidate will be hired by Universidade Católica Portuguesa as a junior researcher under an uncertain term contract (contrato a termo incerto), predicted to start on November 1, 2021, with the estimate duration of 24 months (duration of the activities) which will never, under any circumstances, exceed the duration of the project.

16. Contacts for clarification:

Universidade Católica Portuguesa

CATÓLICA-LISBON

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