

**National Institute of Health Doctor Ricardo Jorge, I.P.**

- Notice No. 5819/2023, of march, 20<sup>th</sup>

**Notice for the opening of an International Selection Procedure for recruitment of three PhD Researchers under the project Partnership for the Assessment of Risks from Chemicals (PARC) funded by the Horizon Europe program (grant agreement 101057014).**

1. In accordance with the provisions of Article 11 of Decree-Law No. 57/2016 published on 29<sup>th</sup> of August, it becomes public that, by resolution of the Deputy President of the Directive Board of the National Institute of Health Doutor Ricardo Jorge, I.P. (INSA, IP) of 28<sup>th</sup> of November of 2022, an international call is open for a period of 10 working days from the date of this notice publication in *Diário da República*, for the recruitment, by international selection, of three PhD positions, under a fixed-term public service work contract regime, to carry out scientific research activities within the scope of the project Partnership for the Assessment of Risks from Chemicals (PARC), funded by the Horizon Europe program (grant agreement 101057014).

In this Partnership, PhD holders will join the teams of the Department of Epidemiology and the Department of Human Genetics, focusing on the context of the various Workpackages (WP) in which INSA participates, namely:

- WP1 (Coordination and Management) activities, in which INSA co-leads task 1.3 (Impact evaluation and monitoring of the performance indicators of the Partnership);
- WP2 (A common science-policy agenda) activities, in which INSA is co-leading task 2.2 (Knowledge management and uptake into policy);
- WP3 (Synergies, collaborations and awareness) activities, in which INSA is WP co-leader and is co-leading task 3.3 (Networking and synergies);
- WP4 (Monitoring and exposure) activities, in which INSA participates in task 4.1 (Human biomonitoring);
- WP5 (Hazard Assessment) activities, in which INSA is co-leading task 5.1 (Toxicity testing addressing data gaps of concern) and participating in task 5.2 (Innovative methods and tools for toxicity testing and modeling);
- WP6 (Innovation in regulatory risk assessment) activities, in which INSA participates in 3 of the tasks, leading one activity;
- WP9 (Building infrastructural and human capacities) activities, in which INSA participates.

2. Applicable legislation:

- a) Decree-Law no. 57/2016, of 29<sup>th</sup> of August, in its current version, which approves the Legal Regimen of Scientific Employment (RJEC);
- b) Law no. 35/2014, of 20<sup>th</sup> of June, in its current version, which approves the General Labour Law in Public Functions (LTFP).

3. Pursuant to article 16 of Decree-Law no. 57/2016, of 29<sup>th</sup> of August, this tender procedure is exempted from the authorization of the members of the Government responsible for the areas of Finance and Public

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Administration, namely the one mentioned in paragraph 3 of article 7 of the LTFP, from the prior favourable opinion of the members of the Government responsible for the areas of Finance and Public Administration referred to in paragraph 5 of article 30 of the LLPF and the procedure for the recruitment of workers in requalification situation, referred to in article 265 of the LTFP.

4. Workplace: head office of the National Institute of Health Doutor Ricardo Jorge (INSA), IP, in Avenida Padre Cruz, 1649-016 Lisbon, Portugal.

5. Remuneration and social benefits: the monthly remuneration will be in accordance to item a) of paragraph 1 of article 15 of the RJEC, corresponding to level 33 of the single remuneration table approved by Administrative Rule no. 1553-C/2008, of December, 31, amounting to € 2.128,34. It is considered, however, the possibility of applying a higher level, up to a maximum of level 43, if the candidate demonstrates, through his CV and interview, that he has a degree of specialization and experience in the activities to be carried out that justifies it.

6. The candidates to this call may be national, foreign and stateless persons holding a doctoral degree in one of the scientific areas required and a scientific and professional *curriculum* that demonstrates an adequate profile for the activity to be developed. If the doctoral degree was awarded by a foreign higher education institution, it must comply with the provisions of Decree-Law no. 66/2018, of 16<sup>th</sup> of August, and all formalities established therein must be fulfilled at the deadline of this call application.

7. Admission requirements: general admission requirements to this call are those defined in Article 17 of the LTFP and the special requirements defined in the following points.

#### 7.1. Reference A - DGH

7.1.1. Special requirements: doctoral degree in the area of life and health sciences, biological sciences, chemical engineering, biological engineering or related areas and excellent command of the English language, in oral and written form.

#### 7.1.2. Preferred requirements:

- a) PhD thesis in environmental genotoxicity, human toxicology or occupational health;
- b) Post-graduation in toxicology, environmental genotoxicity, toxicogenomics or occupational health;
- c) Proven professional experience in laboratory tests of toxicity, environmental genotoxicity, preferably following international guidelines (eg, OECD, GLP), toxicogenomic studies or epidemiological studies with analysis of biomarkers, as well as in the preparation of technical-scientific reports;

- d) Scientific activity, assessed by the production of scientific papers in national and international peer-reviewed journals in any of the areas listed in point b);
- e) Proven experience in delivering communications at international scientific meetings and events;
- f) Experience in project management, preferably in European or international projects;
- g) High sense of responsibility and resilience, flexible working hours, ease of relationship, communication and teamwork;
- h) Availability to travel within the scope of activities inherent and financially supported by the project.

## 7.2. Reference B - DEP1

7.2.1 - Special requirements: doctoral degree in the area of social and human sciences, life and health sciences, natural sciences or related areas and excellent command of the English language, in oral and written form.

7.2.2. Preferred requirements:

- a) PhD thesis in science communication;
- b) Post-graduate or training in science communication or science management;
- c) Professional experience in science communication;
- d) Experience in project management, preferably in European or international projects;
- e) Experience in the management of international contact networks and in the organization of events and workshops;
- f) Excellent ability to communicate scientific concepts and knowledge to the general public;
- g) Excellent computer knowledge of Microsoft Office, practical experience of working with databases;
- h) Good knowledge of the Portuguese language;
- i) High sense of responsibility and resilience, flexible working hours, ease of relationship, communication and teamwork;
- j) Availability to travel within the scope of activities inherent and financially supported by the project.

## 7.3. Reference C – DEP2

7.3.1 - Special requirements: doctoral degree in the area of life and health sciences, natural sciences or related areas and excellent command of the English language, in oral and written form.

7.3.2. Preferred requirements:

- a) PhD thesis in epidemiology, public health or environmental health;
- b) Post-graduate or training in epidemiology, public health or environmental health;
- c) Professional experience in environmental health;
- d) Experience in management of international contact networks and in the organization of events and workshops;
- e) Experience in the development of surveys;
- f) Proven experience in writing scientific articles and reports;
- g) Proven experience in delivering communications at international scientific meetings and events;
- h) Proven experience in participating in and/or in managing projects, preferably European or international projects;
- i) High sense of responsibility and resilience, flexible working hours, ease of relationship in a multicultural and multidisciplinary environment, communication and teamwork;

j) Availability to travel within the scope of activities inherent and financially supported by the project.

8. Functional content - the functions to be performed, under scientific coordination, are:

#### 8.1. *Reference A - DGH*

- a) Collaborate in the coordination activities of WP5, task 5.1 (Toxicity testing addressing data gaps of concern), namely through communication with partners, organization of meetings and scientific events and preparation of the respective minutes;
- b) Participate in laboratory tests of toxicity studies to be carried out in the context of tasks 5.1 and 5.2 (Innovative methods and tools for toxicity testing and modeling), including the organization, statistical analysis and discussion of data and the co-supervision of students;
- c) Participate in the activities of WP4 (Monitoring and exposure), namely in the development of occupational studies, with the processing of biological samples and analysis of effect biomarkers, including the organization, statistical analysis and discussion of data and the co-supervision of students;
- d) Collaborate in the activities of WP6 (Innovation in regulatory risk assessment), namely, in the preparation of bibliographic reviews and reports;
- e) Collaborate in the preparation of scientific articles, dissemination materials, deliverables and project reports;
- f) Participate in other activities carried out by the Department of Human Genetics within the scope of the PARC project.

#### 8.2. *Reference B – DEP1*

- a) Participate in the coordination activities of WP3 (Synergies, collaborations and awareness), namely through team management, communication with partners, organization of meetings and scientific events and preparation of the respective minutes or reports, management of the synergies database, participation in the preparation of deliverables and reports, monitoring of social networks and online content;
- b) Participate in the activities to be carried out within the scope of WP1 and WP3, namely in the creation of contents for communication with various target groups, in the development of communication materials, in the planning and carrying out of surveys, translation of dissemination materials, production of performance and impact indicators, interaction with stakeholders and experts, participation in joint working groups with other WPs;
- c) Participate in other activities carried out by the Department of Epidemiology and the Department of Human Genetics within the framework of the PARC project.

#### 8.3. *Reference C – DEP2*

- a) Participate in the activities of WP2 (A common science-policy agenda) including supporting the coordination of Task 2.2 (Knowledge management and uptake into policy), namely through team management, communication with partners, organization of meetings and scientific events and elaboration of the respective minutes and reports, participation in the preparation of deliverables and reports, participation in the planning and development of the knowledge management platform, preparation of content for the knowledge management platform, participation

in the development of activities to promote dialogue between scientists and politicians with the aim of PARC results being used in regulatory practice;

b) Participate in WP3 activities (Synergies, collaborations and awareness), namely in the development of communication materials, in the development of surveys, organization of meetings and scientific events and preparation of the respective minutes and reports, participation in the preparation of deliverables and reports, collaboration in the writing of scientific articles and in the dissemination of results in scientific meetings;

c) Participate in the activities of WP4 (Monitoring and exposure) and WP6 (Innovation in regulatory risk assessment), namely in the development of epidemiological studies with the collection of biological samples, participation in the preparation of deliverables and reports, collaboration in the writing of scientific articles and in the dissemination of results in scientific meetings;

d) Participate in other activities carried out by the Department of Epidemiology within the scope of the PARC project.

9. Selection and assessment criteria: in accordance with article 5<sup>th</sup> of the RJEC and article 10<sup>th</sup> of ECIC, the selection will be made through the assessment of the applicant's scientific and curricular career, which focuses on the relevance, quality and timeliness of the his professional experience in the last five years in the scientific areas of the call and in assessing the suitability of the candidate's experience for the development of the above project, through curricular evaluation.

9.1. The period of five years referred in the preceding paragraph may be increased by the jury, at the request of the candidate, when justified on grounds of suspension of the scientific activity for socially protected reasons, namely for reasons of parental leave, prolonged serious illness, and other situations of unavailability for work that is legally protected.

10. The candidates' evaluation will be scored on a numerical scale from 0 to 20, taking into account the items mentioned in point 7, and will consist of the candidates' *curriculum vitae* assessment and of the suitability of those items to the preferred requirements of the position. It is safeguarded that candidates who, on a rating scale between 0 and 20 of the respective ranking criteria, do not obtain 9.5 values, will not be admitted to occupy the position in the competition due to lack of absolute merit.

11. The criteria to be used for assessment and weighting, as well as the final scoring system, including the respective classification formula, are set out in the minutes of the jury meeting, which will be made available to the candidates on request.

12. The assessment mentioned in the preceding clause will be complemented by an professional selection interview, carried out with the best classified candidates, aiming at obtaining clarifications or making explicit elements contained in the candidates' curricula. The interview will account for 25% of the final classification.

13. The jury deliberates by means of a nominal vote based on the assessment criteria adopted and published, and abstentions are not allowed.

14. Minutes of the meetings of the jury, containing a summary of what has taken place in them, as well as the votes cast by each of the members and their reasons, shall be drawn up and made available to the candidates, whenever requested.

15. After completing the application of the assessment criteria, the jury will draw up the ordered list of the candidates approved with their respective classification.

16. The final deliberation of the jury is ratified by the President of the Directive Board of INSA, IP, who also has the competence to decide on the hiring.

17. Formalization of the application:

The application must be submitted by completing the mandatory application form available on the INSA, IP website at [www.insa.min-saude.pt](http://www.insa.min-saude.pt) in the tab “Institucional - Instrumentos de Gestão - Recrutamento - Procedimentos Concursais Internacionais”, until the last day of the tender opening period, which is set at 20 working days after publication of this Notice.

The candidate must identify, unequivocally, in the Application Form, the intended job, indicating the career, category and activity that characterizes the job to be occupied.

17.1. It is only admissible to submit an application electronically.

17.2. Validation of the application is done by submitting the electronic form made available for this purpose, accompanied by the respective curriculum vitae and other documents required in the procedure, and the candidate must keep the proof of the submission that must be requested when submitting the application.

17.3. Applications that do not complete the submission of the electronic form will not be considered.

17.4. The application form shall be accompanied by the documents proving the conditions laid down in points 6 and 7, namely:

- a) Copy of doctoral certificate or diploma;
- b) Abstract in English from the PhD thesis;

- c) Detailed *Curriculum vitae*, written in English, demonstrating the scientific activities developed and the corresponding periods of time, the publications, and the indication of the professional experience referred in point 7;
- d) Motivation letter in English, focusing on the relevance of the candidates' scientific career for the position, the professional objectives and the areas and research topics of the candidates' interest and that he considers relevant to develop in the future;
- e) Indication of the name and contact of at least two researchers or professors who can recommend the candidate;
- f) Other documents considered relevant.

18. All applicants who formalize their application incorrectly or who fail to provide the requirements imposed by this call are excluded from admission.

19. In case of doubt, the jury is entitled to request further documentation to support candidate's statements.

20. False statements by the candidate shall be punished in accordance with the law.

21. The list of admitted and excluded candidates as well as the final classification list shall be published on the premises of the Directorate of Human Resources Management, of the National Institute of Health Doutor Ricardo Jorge, I.P., Avenida Padre Cruz, 1649-016 Lisbon and advertised on the INSA website at [www.insa.min-saude.pt](http://www.insa.min-saude.pt); the candidates shall be notified by email with receipt of delivery of the notification.

22. Preliminary Hearing and deadline for the Final Decision: Pursuant to article 121.<sup>o</sup> of the Code of Administrative Procedure. After being notified, candidates have 10 working days to present their arguments.

23. Pursuant to article 11<sup>th</sup> of the RJEC, this Notice shall be advertised on the public employment portal, at [www.bep.gov.pt](http://www.bep.gov.pt), on INSA's website, at [www.insa.min-saude.pt](http://www.insa.min-saude.pt), and on EURAXESS's website, at [www.euraxess.pt](http://www.euraxess.pt), in Portuguese and English.

24. The present call is exclusively destined to the filling of the indicated vacancy, being able to be terminated until the homologation of the final ordering list of the candidates and expiring with the occupation of the respective offered job position.

25. This contract of employment under a 36 months fixed-term public service work regime (maximum of 6 years) will expire due to the supervening, absolute and definite impossibility of being given continuity if its respective financing ceases by the funding institution, without prejudice to the notification of termination to the employee, in accordance with the provisions of article 293 of the General Labor Law in Public Functions.

26. Non-discrimination and equal access policy: INSA, IP, actively promotes a policy of non-discrimination and equal access, so that no candidate can be privileged, benefited, disadvantaged or exempted of any right nor dismissed from any settled duty, in particular, to ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, social origin or condition, genetic heritage, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs and union membership.

27. Under Decree-Law no. 29/2001 of February 3, the candidate with a disability has preference in equal classification, which prevails over any other legal preference. The candidate(s) is(are) required to state in the application form, under oath, the respective degree of disability, type of disability and the communication means/expression to use in the selection process, in accordance with the abovementioned law.

28. In accordance with the article 13<sup>th</sup> of the RJEC and article 19 of the ECIC, the jury has the following composition:

*28.1 - Reference A - DGH*

- Maria João Aleixo da Silva, researcher and PARC coordinator at INSA - DGH

*Effective members of the jury:*

- Sónia Cristina Namorado Gonçalves Calado Vieira, researcher - DEP (replaces the President of the jury in her absences and impediments)

- Maria Henriqueta Dias Lourenço Garcia Louro, researcher - DGH

*Substitute members of the jury:*

- Baltazar Emanuel Guerreiro Nunes Bravo Nunes, researcher – DEP

- Paula Cristina da Cruz Oliveira Soromenho de Alvito, researcher - DAN

*28.2 - Reference B - DEP1*

*President:*

- Maria João Aleixo da Silva, researcher and PARC coordinator at INSA - DGH

*Effective members of the jury:*

- Sónia Cristina Namorado Gonçalves Calado Vieira, researcher - DEP (replaces the President of the jury in her absences and impediments)

- Paula Cristina da Cruz Oliveira Soromenho de Alvito, researcher - DAN

*Substitute members of the jury:*

- Maria Henriqueta Dias Lourenço Garcia Louro, researcher - DGH

- Baltazar Emanuel Guerreiro Nunes Bravo Nunes, researcher – DEP



28.3 - Reference C - DEP2

*President:*

- Maria João Aleixo da Silva, researcher and PARC coordinator at INSA - DGH

*Effective members of the jury:*

- Sónia Cristina Namorado Gonçalves Calado Vieira, researcher - DEP (replaces the President of the jury in her absences and impediments)

- Baltazar Emanuel Guerreiro Nunes Bravo Nunes, researcher – DEP

*Substitute members of the jury:*

- Maria Henriqueta Dias Lourenço Garcia Louro, researcher - DGH

- Paula Cristina da Cruz Oliveira Soromenho de Alvito, researcher - DAN

Lisbon, March 21, 2023

Fernando de Almeida

Chairman of Directive Board of the Nacional Health Institute, Doctor Ricardo Jorge, IP