



NOTICE

1. Pursuant to the provisions of Article 33 of the 2025 State Budget Law, approved by Law No. 45-A/2024 on December 31, the *Escola Superior de Enfermagem de Coimbra* (Nursing School of Coimbra, hereinafter referred to as ESEnC) may hire regardless of the legal relationship established. By Order of the President of the ESEnC on May 29, 2025, an international selection tender is open, for a period of 10 working days from the publication of this notice, for a Research Assistant position in the Health Sciences or Social Sciences (or related areas) to conduct scientific research and technological development activities for a period of 24 months, pursuant to Article 38 of Law No. 55/2025 of April 28, which approves the *Estatuto da Carreira de Investigação Científica* (Scientific Research Career Statute, hereinafter referred to as ECIC), and in conjunction with the provisions of Law No. 35/2014 of June 20, the General Law on Public Service Employment (LTFP), under the INSIDERS - INvolving underserved Screening Invitees in DEcision-making and Research on cancer Screening project, under operation code CENTRO2030-FEDER-02434400.

2. The Research Assistant will be responsible for developing and executing research and development projects under the guidance of a Ph.D. researcher or a Ph.D. student researcher in line with the mission of the *Unidade de Investigação em Ciências da Saúde: Enfermagem* (Health Sciences Research Unit: Nursing, hereinafter referred to as UICISA: E) of ESEnC, as well as the following activities:

- a) Performing scientific and technical tasks regularly;
- b) Supporting qualitative interviews with vulnerable populations and health professionals;
- c) Collaborating in qualitative data analysis using content analysis methods;
- d) Participating in co-creation and validation activities for digital solutions with users;
- e) Supporting the production of scientific outputs and technical reports;
- f) Other tasks relevant to completing the INSIDERS - INvolving Underserved Screening Invitees in DEcision-making and Research on cancer Screening project, under operation code CENTRO2030-FEDER-02434400.

3. The workplace is located at UICISA: E of ESEnC.

4. The monthly salary corresponds to rate 140 of the first level of the Research Assistant category, equivalent to levels 36 and 37 of the Single Salary Scale approved by Ordinance No. 1553-C/2008 on December 31. This amounts to €2,523.37.

5. General and special admission requirements:

5.1 General requirements:

a) Candidates must meet the general requirements necessary for exercising public functions by the application deadline, in accordance with Article 17 of the LTFP, in its current wording.

5.2 Special requirements:

- a) Candidates holding a master's degree in the area of the tender may apply to it, in accordance with the provisions of Article 38(3) of the ECIC;
- b) If the degree was awarded by a foreign institution, it must comply with the provisions of Decree-Law No. 66/2018, of August 16, in its current wording.

6. Application process:

6.1 The application process, as well as the entire selection process, takes place on ESEnC's Tender Procedures platform. Candidates must register according to the instructions provided on <https://recrutamento.esenfc.pt>.

6.2 The application must be accompanied by a letter of motivation and supporting documents proving that the conditions for admission to this competition, as set out in point 7, are met.

- a) A copy of the certificate or diploma;
- b) A detailed curriculum vitae, dated, signed, and structured according to the items in point 9.

7. According to Article 38(4) of the ECIC, selection is based on an evaluation of the candidate's scientific and academic background, particularly their professional research experience in the area(s) of this tender and curriculum evaluation.

7.1 The evaluation of the scientific and academic background focuses on the relevance, quality, and topicality:

- a) Of the candidate's most relevant scientific, technological, and cultural output;



- b) Of training and research activities related to community outreach and involvement carried out within the last five years that the candidate considers to have had the greatest impact;
- c) Research activities under research projects financed by public funds through national or international programs or other projects relevant to the development of the scientific area under consideration.

8. The evaluation will be based on the following criteria:

- a) Experience in R&D projects;
- b) Academic qualifications and training relevant to the project;
- c) Data analysis skills;
- d) Scientific publications;
- e) Other relevant skills.

9. The final classification of candidates will result from applying the two selection methods, weighted 90% for the first method (evaluation of candidates' scientific and academic background) and 10% for the second method (interview), after clarifying the merit of candidates' research results in the scientific area of the tender.

Candidates will be rated on a scale of 0 to 20, rounded to the nearest tenth, according to the following formula: $CF = (APC \times 90\%) + (E \times 10\%)$.

- APC: Evaluation of the Candidates' Scientific and Academic Background
- E: Interview

9.1 Candidates whose APC score falls within the first quartile will be invited to the interview stage. If no candidate falls into this quartile, the jury reserves the right to decide whether to conduct interviews.

10. The jury will deliberate using a reasoned roll-call vote in accordance with the adopted and disclosed selection criteria, and no abstentions will be permitted.

11. Minutes of the jury's meetings shall be taken, containing a summary of what took place, as well as the votes cast by each member and their reasoning, and provided to candidates upon request.

12. After applying the selection criteria, the jury will draw up a ranked list of successful candidates, along with their respective scores.

13. The head of the institution will approve the jury's final decision and is also responsible for the hiring decision.

14. Hiring will be carried out in accordance with the ECIC and follow procedures of equality, merit, and transparency. This ensures full compliance with Law No. 55/2025 of April 28 and other applicable recruitment rules in public administration.

15. Application process:

15.1 The application process, as well as the entire selection process, takes place on ESEnFC's Tender Procedures platform. Candidates must register according to the instructions provided on <https://recrutamento.esenfc.pt>.

15.2 The application must be accompanied by a letter of motivation and supporting documents proving that the conditions for admission to this competition, as set out in point 7, are met:

- a) Copy of certificate or diploma;
- b) Detailed curriculum vitae, dated, signed, and structured in accordance with the items in point 9

16. Candidates who do not properly submit their application or who do not meet the requirements of this competition will be excluded. In case of doubt, the jury reserves the right to request that any candidate present documents proving their statements.

17. Candidates who make false statements will be punished in accordance with the law.

18. The list of admitted and excluded candidates, as well as the final ranking list, will be posted at ESEnFC's premises and on its website. Candidates will also be notified through the ESEnFC Tender Procedures Platform.

19. Preliminary Hearing and Final Decision Deadline: Pursuant to Article 121 of the Administrative Procedure Law, candidates have ten working days to respond after being notified. The jury will announce its final decisions within ninety days of the application deadline.

20. This tender is intended exclusively to fill the indicated vacancy and may be terminated until the final ranking list of candidates is approved and the position is filled.



21. In accordance with Article 12 of Law No. 55/2025 of April 28, the selection jury for this tender is composed as follows:

- Chair: Ph.D. Professor Filipa Isabel Quaresma Santos Ventura;
- Effective members: Ph.D. Assistant Researcher Liliana Baptista Sousa and Ph.D. Assistant Researcher Elaine dos Santos Santana;
- Substitute member: Ph.D. Professor Luisa Micaela Teixeira Santos.

In the event of an absence or impediment, the Chair of the Jury shall be replaced by the first-listed Member.

22. Non-Discrimination and Equal Access Policy: ESEnFC actively promotes a non-discrimination and equal access policy. No candidate may be privileged, benefited, prejudiced, or deprived of any right or exempt from any duty on the basis of ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, 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 beliefs, or union membership.

23. According to Decree-Law No. 29/2001 of February 3, candidates with disabilities are given preference in cases of equal classification, which takes precedence over any other legal preference. Candidates must declare their degree of disability, type of disability, and means of communication/expression to be used in the selection process on the application form under oath, in accordance with the aforementioned law.

24. This tender will be advertised on the BEP (Bolsa de Emprego Público) website (<https://www.bep.gov.pt/>) within two business days of publication in the Diário da República, in accordance with Decree-Law No. 78/2003 of April 23. It will also be advertised on the Euraxess portal (<https://euraxess.pt/>) and on the website of the Nursing School of Coimbra in Portuguese and English, in accordance with Article 14 of Decree-Law No. 55/2025 of April 28.

22 October 2025 – The President, Ph.D. Professor António Fernando Salgueiro Amaral