

SELECTION PROCEDURE FOR THE CONTRACTING OF A TECHNICIAN (1 vacancy)

Reference: 2023-034-TS_UIDP

A competition is open for the attribution of one work contract of a technician within the scope of the CONTRACT-PROGRAMME for Multi-annual Financing of R&D Units 2020-2023, with the reference UIDP/04423/2020 supported by FCT, IP through funds from the OE, at the Research Unit - Interdisciplinary Center of Marine and Environmental Research, for the exercise of activities in the establishment of CIIMAR's biobank comprising specimens, tissue and DNA of marine organisms, according to the following conditions:

1. **Scientific area:** Biological or environmental sciences or other related scientific area.
2. **General admission requirements:** Any national, foreign and stateless candidate(s) who hold a Bachelor or integrated Master's degree in the field of biological or environmental sciences or other related scientific area, with a final classification of at least 15 values; and a technical and professional curriculum whose profile is suited for the activity to be performed in terms of providing technical support for curation, processing, analysing, digitization of a biobank of specimens, tissue samples, and DNA of marine organisms of different taxonomic groups, but with a focus on deep-sea benthic invertebrate fauna (e.g. sponges), to be established at CIIMAR (DEEP-BioBank).

In the event the degree was conferred by a foreign higher education institution, it must comply with the provisions of Decree-Law no. 66/2018 of 16th August, until the signature of the contract.

3. **Specific admission requirements:** The specific admission requirements for the competition are as described below. Candidates must have previous skills and experience in:
 - a. Have and demonstrate technical and scientific training and/or experience on sponge taxonomy and systematics;
 - b. Experience in collection, handling, and preserving of marine organisms, and particularly benthic invertebrates in biobanks or natural history collections;
 - c. Knowledge in standard molecular techniques (DNA barcoding) and bioinformatic tools (phylogenetic analysis) for taxonomic identification of key groups;

- d. Capacity to explore the marine organisms preserved in the biobank for multiple research and innovation purposes, which includes experience in preparing DNA extracts, biosilica extracts, and performing high-resolution morphological characterisation using Scanning Electron Microscopy;
- e. Be familiar with national and international regulations such as CITES and Nagoya protocol;
- f. Be fluent in Portuguese and English, both written and spoken;
- g. Have immediate availability (to be mentioned in the motivation letter).

The jury reserves the right to close the application in case none of the candidates meets the desired profile.

4. Working plan: The candidate will be responsible for providing technical support for developing, maintaining and organizing specimens, tissue samples, and DNA of marine organisms, with a focus on deep-sea benthic invertebrates, that will integrate the CIIMAR Biobank.

The candidate will mainly be involved in the following activities i) preserving and cataloguing deep-sea benthic invertebrates that will integrate the biobank; ii) carry out integrative taxonomy, integrating morphological and molecular data for identification of the benthic invertebrates integrating the biobank; iii) preparation of DNA extracts from tissue samples; iv) preparation and characterization of biosilica extracts; (v) performing high-resolution morphological characterisation using advanced microscopy (e.g. SEM); (vi) performing data analysis; (vii) preparation of intermediate and final project reports; (viii) participation in dissemination activities.

5. Legislation and official rules: Art. 140 n. 1 and n. 2, g) and 148 the Labor Code (Law 7/2009, of 12 February and respective updates).

6. Workplace: The work will be carried out at CIIMAR – Interdisciplinary Centre of Marine and Environmental Research, Novo Terminal de Cruzeiros do Porto de Leixões, Av. General Norton de Matos s/n, 4450-208 Matosinhos, Portugal, under the supervision of Dr. Joana Xavier.

7. Duration of the contract: An unfixed-term employment contract scheduled to start in April 2023, under the legal terms in force (Labor Code), according to the work and project in progress.

8. Monthly salary: Equated to the higher technical career, level 15: gross monthly salary € 1.268,04 (one thousand two hundred and sixty-eight euros and four cents); food, holidays and Christmas allowance apart.

9. Selection methods: The ranking of candidates will be performed by Curriculum Vitae evaluation based on:

- Relevant technical experience: 60%;

- Merit of the CV in the scientific area: 40%

The evaluation process may include an interview with the first three graders, which is intended to clarify aspects related to the previous experience, in which case the interview weighs 20% and the previous evaluation weighs 80%. If the candidates do not show up in the interview, they will be withdrawn from the application, being excluded from the competition.

The panel shall deliberate by means of roll-call vote justified under adopted and disclosed selection criteria, with no abstentions allowed.

Minutes of panel meetings shall be executed and shall include a summary of all occurrences of said meeting, as well as of all votes casted by the members and respective reasoning, and shall be provided to candidates whenever required.

After selection criteria application, the panel shall prepare a sorted list of approved candidates and respective classification.

10. Composition of the jury selection:

President of the jury: Dr. Joana Xavier

Vogal: Dr. Ana Paula Mucha

Vogal: Dr. Fátima Carvalho

11. Deadline for application and presentation of applications: The application period starts **22/03/2023 until 4/4/2023**.

Applications must be formalised by e-mail to rh@ciimar.up.pt and must explicitly state the announcement reference on the subject: **2023-034-TS_UIDP**. Application must include full name, parents' names, ID card, or Citizen Card number and date, or civil identification number, taxpayer ID number, date and place of birth, marital status, occupation, residence and contact address, including email address and telephone number.

Applications shall include all supported documents encompassed by section 2 and 3 for tender admission, namely:

- a) Copy of the eligibility certificates;
- b) Curriculum vitae, detailed and structured pursuant to sections 2 and 3; including information regarding: scientific and technological production, applied research activities, extension activities and knowledge dissemination and science, technology and innovation programs;
- c) Other documentation relevant for the evaluation of qualifications in a related scientific area;

- d) Motivation letter;
- e) Contact e-mail address and phone number;
- f) The reference of this application (indicated in this announcement).

All candidates who formalise their applications in an improper way or fail to prove the requirements imposed by this tender are excluded from admission. In case of doubt, the panel is entitled to request any candidate to present further documentation supporting their statements. False statements provided by the candidates shall be punished by law.

12. Form of advertising/notification of results: Both admitted and excluded candidate list and final classification list will be notified by e-mail and will be published in website of the institution www2.ciimar.up.pt.

Preliminary Hearing and Final Decision Deadline: Pursuant to article 121 of the Administrative Procedure Code, after publication, all candidates have 10 working days to respond. Panel's final decisions are pronounced within a maximum period of 90 days, counting from deadline for submission of applications.

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.

13. Non-discrimination and equal access policy: CIIMAR 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, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

Pursuant to Decree-Law no. 29/2001 of 3 February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honour, their respective disability degree, type of disability and communication/expression means to be used during selection period on their application form, under the regulations above.