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# Job offer

JOB

PORTUGAL

[Universidade do Algarve](#) | Posted on: 20 November 2024

**International tender for the position of Assistant Professor in the subject area of Management, specifically the sub-area of Accounting, at the School of Management, Hospitality and Tourism of the University of Algarve**

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20 Nov 2024

## Job Information

Organisation/Company	Universidade do Algarve
Department	School of Management, Hospitality and Tourism of the University of Algarve
Research Field	Other
Researcher Profile	Recognised Researcher (R2)
Positions	PhD Positions

Country	Portugal
Application Deadline	30 Dec 2024 - 23:59 (Europe/Lisbon)
Type of Contract	Permanent
Job Status	Full-time
Hours Per Week	35
Offer Starting Date	18 Nov 2024
Is the job funded through the EU Research Framework Programme?	Not funded by a EU programme
Reference Number	Edital n.º1699/2024   OE202411/0685
Is the Job related to staff position within a Research Infrastructure?	No

## Offer Description

### PUBLIC NOTICE

(International tender for the position of Assistant Professor in the subject area of Management, specifically the sub-area of Accounting, at the School of Management, Hospitality and Tourism of the University of Algarve)

By ordinance dated March 20, 2024, issued by the Rector of the University of Algarve, an international tender for the position of Assistant Professor in the subject area of Management, sub-area of Accounting, at the School of Management, Hospitality and Tourism of the University of Algarve. The tender will be open for 30 working days, starting from the working day immediately following the publication of this notice in the *Diário da República* (the Official Portuguese Gazette).

This tender is governed by the provisions of Article 15 and the following articles of the Estatuto da Carreira Docente do Ensino Superior Politécnico (Statute of the Lecturing Career of Polytechnic Higher Education), hereinafter referred to as ECDESP, which was approved by Decree-Law no. 185/81, on July 1, in its current version, as well as the Regulation for the Tendering of Personnel for Lecturing Careers at the University of Algarve, Regulation no. 520/2010, published in *Diário da República*, 2nd series, no. 111, on June 9 2010.

This tender will be published on the Public Employment Exchange (BEP), within 2 working days, after its publication in the *Diário da República*, pursuant to the terms of Decree-Law no. 78/2003, of April 23, advertised on the Euraxess Portugal portal at <https://www.euraxess.pt>, and on the University's website, in both Portuguese and English, pursuant to Article 29-B, paragraph 1 of the ECDESP, in its current version.

The purpose of this tender is to fill in one (1) position in the form of a non-fixed-term contract as a government employee in accordance with Article 10-B of ECDESP. The tender will end once the position has been filled.

The Rector is authorized under Article 92, paragraphs d), e) and q) of Law 62/2007 of September 10, to cancel the tender in the event of compelling reasons.

In compliance with Article 9, paragraph h) of the Constitution of the Portuguese Republic, the Public Administration, as an employer, is actively committed to a gender policy that ensures equal employment and career advancement opportunities while taking all necessary measures to prevent any form of discrimination.

### I - Admission requirements

## 1. Admission requirements:

a) Hold, under the terms of article 17 of ECDESP, a doctoral degree in Accounting or related areas, or the title of specialist in Accounting and Taxation (CNAEF Area – 344). Management and Taxation are considered related areas to the doctoral degree in Accounting.

i) Applicants holding a doctoral degree obtained outside Portugal must provide proof of its recognition in accordance with the terms of Decree-Law No. 66/2018, of August 16 and other applicable legislation.

ii) Applicants to whom the previous subparagraph applies who do not provide proof of recognition of the degree until the end of the application period, will be excluded from the tender.

iii) The title of specialist mentioned in point a) refers to the provisions of article 48 of Law 62/2007 of September 10 and Decree-Law 206/2009 of August 31, in its current wording.

b) Applicants must be fluent in the Portuguese language, both spoken and written;

i) Non-native speakers of Portuguese must provide proof of an officially recognized diploma demonstrating their mastery of the language or a certificate or diploma of communicative competence in the Portuguese language from the Common European Framework of Reference for Languages of the Council of Europe (proficiency level C1) by the end of the term granted for the contract's signature, when applicable.

c) Meet the general requirements for employment in civil service roles provided for in Article 17 of the Labor Law in Public Functions, contained in the Annex to Law No. 35/2014, of June 20, in its current wording, unless exempted by the ECDESP.

## 2. Applicants will be excluded from the tender procedure if they:

a) Do not hold a doctoral degree in Accounting or related areas, or a specialist title in Accounting and Taxation (CNAEF Area - 344). Management and Taxation are considered related areas to the doctoral degree in Accounting.

b) Do not hold a recognized doctoral degree, by the closing date for applications, if their qualification is from a foreign institution;

c) Do not submit the required documents or works stipulated in the Public Notice within the designated deadline.

d) Do not meet the general requirements for appointment to public office provided for in article 17 of Law no. 35/2014, of June 20, in its current wording, from which ECDESP does not exempt them.

3 - The hiring committee will notify the applicants of any excluded applications by e-mail with delivery for the purpose of a prior hearing.

## II – Admission requirements based on absolute merit:

1- Acceptance of applicants on the basis of absolute merit will depend on having an overall curriculum that, in the substantiated opinion of the hiring committee, demonstrates scientific merit, research capacity and the value of pedagogic activity already developed, which is compatible with the sub-area for which the tender is open and appropriate to the respective lecturing category.

2 – A vote against admission based on absolute merit must be justified by the applicant's overall curriculum failing to demonstrate the required technical-scientific merit, research capacity and pedagogical contribution, as outlined in the previous section .

3- To assess absolute merit, each member of the hiring committee shall submit a reasoned written proposal listing the applicants they consider not to meet the requirements outlined in paragraph 1 of point II- The committee will then vote on each proposal in accordance with the provisions of Article 23, paragraph 1, subparagraph b) of the ECDESP. Abstentions are not permitted.

4 – An application will be rejected on the grounds of absolute merit if at least one proposal receives a majority of favorable votes from the hiring committee members present at the meeting. The proposals, the

votes each proposal receives, and their respective justifications will form an integral part of the minutes.

5 - The hiring committee will notify applicants of the exclusion of applications on the grounds of absolute merit, via e-mail with a delivery receipt notification, for the purpose of a preliminary hearing.

### III — Application instructions

1. The application must be submitted by means of a request addressed to the Rector of the University of Algarve, available on the website of the University of Algarve <https://www.ualg.pt/pt/srh/concursos-pessoal-docente>. It may be submitted:

a) In person at the Human Resources Department on floor 0 of the Library Building at the Penha Campus of the University of Algarve in Faro; or

b) By registered mail, posted no later than the application deadline, addressed to: Serviços de Recursos Humanos, Campus da Penha, Universidade do Algarve, 8005-139 Faro, Portugal.

2 - The application for admission to the tender must be accompanied by the following documents, in Portuguese:

a) Photocopy or scan in PDF format of a valid identification document at the date of application;

b) Certificates proving the holding of the various academic degrees and the title of specialist (if applicable), photocopied and in electronic pdf format;

c) One (1) paper copy and one (1) copy in PDF format of the applicant's *curriculum vitae*, duly signed and dated, including technical-scientific, pedagogical and other activities relevant to the mission of higher education institutions, carried out by the applicant, including a contents page and numbered appendices, with mandatory adherence to the order of the parameters and factors outlined in section V of this Notice, as well as the list of works to be submitted in accordance with the following paragraph;

d) One (1) printed or copied copy and one (1) copy in PDF format of each of the works that the applicant has selected for the purposes set out in section V, paragraph A) subparagraph i), up to a maximum of three (3);

e) Indication of the results of the "quality assessment" carried out regarding the courses for which the applicant was responsible, where applicable, also for the purposes of Article 23, paragraph 6, subparagraph b) of the ECDESP;

f) Other documents which the applicant considers to be of interest for the hiring committee to fully appreciate his or her technical-scientific performance, pedagogical skills, and other relevant activities that the applicant may have undertaken or that constitute a legally-founded reason for preference. However, the hiring committee shall only consider such activities as duly proven if it deems appropriate;

g) A criminal clearance certificate attesting to the fact that the applicant is not banned from working in government service or from exercising the professional functions for which the applicant is applying;

h) A statement confirming that the applicant possesses the physical and mental fitness required for performing the duties;

i) An up-to-date vaccination certificate.

3 - The documents referred to in sub-paragraphs g) to i) of Section III, may be waived as long as the applicants make a declaration of honor in a separate section of their application, stating their current circumstances regarding each of the requirements in question. However, these documents will be required if the applicant fills the vacancy.

4 - The PDF documents required in paragraphs c) to f), must be delivered on a pen-drive. The pen-drive, should allow for document search and contain publication entries associated with clickable links to the document containing the publication, which can be recorded on the same digital medium or in a freely accessible online repository. There must also be clickable links to the web pages of the organisations or events referred to in the curriculum vitae, whenever reasonable and relevant, and, if possible, to the web pages of curricular units for which the applicant has been responsible.

5 – The curriculum vitae and respective appendices must be systematised according to the order of the parameters and factors listed in point V of this Notice. Failure to comply with this order may result in information not being considered for evaluation.

6 - According to Article 7, paragraph 2 of the Regulation governing tenders for contracting career lecturing personnel for the University of Algarve, the hiring committee may request additional documentation related to the submitted curriculum.

#### **IV – Public Hearings**

1- The hiring committee may decide to hold public hearings, on an equal footing for all applicants and pursuant to the terms of Article 23, paragraph 4, subparagraph b) of the ECDESP and to Article 7, paragraph 2, of the Regulation governing tenders for contracting career lecturing personnel for the University of Algarve.

2- If the tender's hiring committee decides to hold the hearings referred to in the previous paragraph, the conditions and scheduling of the hearing shall be announced to the applicants at least eight (8) days in advance.

#### **V - Evaluation parameters and seriation in relative merit, respective weighting and final valuation system**

The assessment and seriation in relative merit are based on the following seriation criteria and their weighting, resulting in the ordering of the weighted average of the quantitative scores obtained in each of the assessment parameters within a scale of 0-100 points:

Curriculum evaluation (100%) - The Curriculum Evaluation focuses on the activities developed by the applicants, in the field and disciplinary sub-area of the tender and its adequacy to the category of Assistant Professor, considering the following parameters:

A) Technical-Scientific and Professional Performance (35%);

B) Pedagogical Capacity (45%);

C) Other activities relevant to the University's mission (20%);

The above-mentioned components are evaluated according to the following parameters and respective factors:

A) Technical-scientific and professional performance (35%)

a) Technical-scientific production (18%). Quality and quantity of the technical-scientific output in the area and sub-area for which the tender is open, namely:

- publications indexed in Scopus or WoS;
- publications indexed in other indexes (e.g., EHR, Latindex, Scielo);
- publications in non-indexed international journals;
- publications in proceedings of international conferences;
- publications in proceedings of national conferences;
- books;
- chapters in a collective work;
- other publications.

b) Participation in scientific projects (5%). Quality and quantity of scientific projects in the sub-area for which the tender is open, namely:

- project coordinator of completed projects with external funding;
- project member of completed projects with external financing ;
- coordinator of completed service provision project;
- member of completed service provision project;
- other relevant projects.

c) Supervision of academic and professional work, namely (3%):

- completed doctoral thesis;
- completed dissertation, project work or master's internship;
- first-degree final essay (pre-Bologna);
- other relevant supervisions.

d) Intervention in scientific and professional communities (9%), namely:

- international conference communication by invitation;
- international peer-reviewed conference communication;
- review of articles or chapters in international publications indexed in WoS or Scopus;
- review of scientific articles or chapters in other publications;
- (co-)editor of a scientific journal;
- full member of a research unit;
- professional experience in relevant activities outside academia.

B) Pedagogical Capacity (45%).

a) Production of pedagogical material, namely (10%):

- lecturing support books with ISBN;
- production of printed and digital notes, exercise books and other lecturing materials duly identified and dated.

b) Experience and dedication to lecturing (30%), namely:

- years of lecturing in higher education;
- different curricular units taught;
- supervision of curricular internships;
- lecturing of short non-degree courses;
- organization of educational events;
- attendance of pedagogical training actions;
- conception or restructuring of proposed curriculum plans.

c) Participation in hiring committees of academic examinations (5%), namely:

- participation in a doctoral thesis viva panel as an examiner;
- participation in a dissertation, project work or internship report jury as an examiner.

### C) Other activities relevant to the University's mission (20%)

#### i) Management positions in bodies of the Higher Education Institution (11%), namely:

- member of statutory bodies (e.g., Technical-Scientific Council, Pedagogical Council);
- course coordinator/director;
- department coordinator/director;
- Deputy Coordinator/Deputy Course Director;
- deputy coordinator/department deputy director;
- appointment to management positions by the governing bodies of the Institution;
- other relevant management positions.

#### b) Participation in hiring committees or panels (3%), namely:

- public administration career tenders (lecturing and non-lecturing staff, research scholarship holders);
  - member of the panel or commission for ranking candidates for master's degrees, special tenders, over 23s, professional higher technical courses and others;
- other participations in relevant panels and committees.

#### c) Other management positions of public interest in the area and sub-area of the tender (6%), namely:

- member of the organizing committee of conferences;
- services provided abroad that generated revenue;
- other relevant activity.

## VI - Selection process in relative merit

### 1. The methodology of selection in relative merit is as follows:

- Before voting starts, each hiring committee member submits a written document, which will be attached to the minutes, stating their ordered list of the applicants based on, the applicants' technical-scientific performance, pedagogical skills and other relevant activities, including the respective weights of each component. At each ballot, every member of the hiring committee will always abide by the ordered list they submitted. Abstentions are not permitted.
- The first ballot determines which applicant shall be placed at the top of the ordered list.
- If an applicant obtains more than half of the votes, the applicant shall be placed first on the ordered list;
- If two applicants obtain exactly half of the votes each, the hiring committee's chairperson shall have the casting vote, using as successive tie-breaking criteria the scores in the components "Pedagogical Capacity", "Technical-Scientific and Professional Performance", and "Other activities relevant to the University's mission", with the applicant with the highest score prevailing;
- If none of the situations considered in paragraphs c) and d) above occur, a new ballot will take place after the applicants who obtained no votes in the previous ballot have been eliminated, as well as the applicant who obtained the fewest votes but who obtained at least one vote;

f) If there is a draw between two or more applicants for the position of least-voted, another ballot shall be held to determine which of the least-voted applicants shall be eliminated. At this ballot, the hiring committee members vote obligatorily for the applicant who is lowest-placed in their ordered list;

g) If there is still a draw between two or more applicants, the hiring committee's chairperson decides which applicant shall be eliminated, using as successive tie-breaking criteria the lowest score in the components "Pedagogical Capacity", "Technical-Scientific and Professional Performance", and "Other activities relevant to the University's mission". The applicant with the lowest score will be eliminated.

h) After this applicant has been eliminated along with the applicants who received no votes in the first ballot, another ballot will be held to decide which applicant shall be placed at the top of the ordered list, continuing to use the same procedure until one applicant obtains more than half the votes for first place.

i) Once an applicant has been placed first on the ordered list, his or her name shall be removed from the voting, and the process will be repeated to find the second-placed applicant, and so on, until all the applicants have been placed on the ordered list.

## VII - Composition of the hiring committee

President: Doctor Ana Maria de Melo Sampaio de Freitas, Vice-Rector of the University of Algarve - with delegated competence.

Committee members:

Professor Francisco José Alegria Carreira, Principal Coordinating Professor at the School of Business Sciences, Polytechnic Institute of Setúbal;

Professor Fernanda Cristina Pedrosa Alberto, Coordinating Professor at the Higher Institute of Accounting and Administration of Coimbra, Polytechnic Institute of Coimbra;

Professor Rute Maria Gomes Abreu, Coordinating Professor at the Polytechnic Institute of Guarda;

Professor Fábio Henrique Ferreira de Albuquerque, Coordinating Professor at the Higher Institute of Accounting and Administration of Lisbon, Polytechnic Institute of Lisbon;

Professor Maria Fernanda Ludovina Inácio Matias, Principal Coordinating Professor at the School of Management, Hospitality and Tourism, University of Algarve.

Alternative committee member:

Professor Rui Manuel Costa Robalo, Coordinating Professor at the Higher School of Management and Technology, Polytechnic Institute of Santarém;

Professor Patrícia Rodrigues Quesado, Coordinating Professor at the Superior School of Management, Polytechnic Institute of Cávado and Ave.

## VIII – Access to the tender procedure

The tender procedure can be accessed by appointment at the Human Resources Department of the University of Algarve, located on floor 0 of the Administration Building at the Penha Campus of the University of Algarve in Faro. The department is available for appointments from 9:30 am to noon and from 2.30 pm to 4.30 pm.

November 6, 2024. – The Vice-Rector, Ana Maria de Melo Sampaio de Freitas

## Where to apply

E-mail

srhconcurso@ualg.pt

# Requirements

Research Field	Other
Education Level	PhD or equivalent

## Specific Requirements

### 1. Admission requirements:

- Hold, under the terms of article 17 of ECDESP, a doctoral degree in Accounting or related areas, or the title of specialist in Accounting and Taxation (CNAEF Area – 344). Management and Taxation are considered related areas to the doctoral degree in Accounting.
- Applicants holding a doctoral degree obtained outside Portugal must provide proof of its recognition in accordance with the terms of Decree-Law No. 66/2018, of August 16 and other applicable legislation.
- Applicants to whom the previous subparagraph applies who do not provide proof of recognition of the degree until the end of the application period, will be excluded from the tender.
- The title of specialist mentioned in point a) refers to the provisions of article 48 of Law 62/2007 of September 10 and Decree-Law 206/2009 of August 31, in its current wording.
- Applicants must be fluent in the Portuguese language, both spoken and written;
- Non-native speakers of Portuguese must provide proof of an officially recognized diploma demonstrating their mastery of the language or a certificate or diploma of communicative competence in the Portuguese language from the Common European Framework of Reference for Languages of the Council of Europe (proficiency level C1) by the end of the term granted for the contract's signature, when applicable.
- Meet the general requirements for employment in civil service roles provided for in Article 17 of the Labor Law in Public Functions, contained in the Annex to Law No. 35/2014, of June 20, in its current wording, unless exempted by the ECDESP.

Languages	PORTUGUESE
Level	Excellent
Research Field	Other

## Internal Application form(s) needed

requerimentocandidaturaconcursodocumental\_1.pdf

English (254.19 KB - PDF)

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## Additional Information

### Benefits

The purpose of this tender is to fill in one (1) position in the form of a non-fixed-term contract as a government employee

### Eligibility criteria

Applicants will be excluded from the tender procedure if they:

- Do not hold a doctoral degree in Accounting or related areas, or a specialist title in Accounting and Taxation (CNAEF Area - 344). Management and Taxation are considered related areas to the doctoral degree in Accounting.
- Do not hold a recognized doctoral degree, by the closing date for applications, if their qualification is from a foreign institution;
- Do not submit the required documents or works stipulated in the Public Notice within the designated deadline.
- Do not meet the general requirements for appointment to public office provided for in article 17 of Law no. 35/2014, of June 20, in its current wording, from which ECDESP does not exempt them.

**Selection process**

Admission requirements based on absolute merit:

- Acceptance of applicants on the basis of absolute merit will depend on having an overall curriculum that, in the substantiated opinion of the hiring committee, demonstrates scientific merit, research capacity and the value of pedagogic activity already developed, which is compatible with the sub-area for which the tender is open and appropriate to the respective lecturing category.

**Additional comments**

The Portuguese Republic Constitution, the Public Administration, as an employer, is actively committed to a gender policy that ensures equal employment and career advancement opportunities while taking all necessary measures to prevent any form of discrimination.

The Rector is authorized to cancel the tender in the event of compelling reasons.

Website for additional job details <https://www.ualg.pt/>

**Work Location(s)**

<b>Number of offers available</b>	1
<b>Company/Institute</b>	University of Algarve
<b>Country</b>	Portugal
<b>State/Province</b>	Algarve
<b>City</b>	Faro
<b>Postal Code</b>	8005-139
<b>Street</b>	Campus da Penha - Estrada da Penha

**Geofield**



# Contact

State/Province	Algarve
City	Faro
Website	<a href="http://www.ualg.pt">http://www.ualg.pt</a>
Street	Campus da Penha - Estrada da Penha
Postal Code	8005-139
E-Mail	srhconcurso@ualg.pt
Phone	289800100

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