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# Job offer

JOB

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[Universidade do Algarve](#) | Posted on: 24 July 2025

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

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24 Jul 2025

**Job Information**

<b>Organisation/Company</b>	Universidade do Algarve
<b>Department</b>	School of Management, Hospitality and Tourism
<b>Research Field</b>	Management sciences » Other
<b>Researcher Profile</b>	Recognised Researcher (R2)
<b>Positions</b>	PhD Positions
<b>Country</b>	Portugal
<b>Application Deadline</b>	5 Sep 2025 - 23:59 (Europe/Lisbon)
<b>Type of Contract</b>	Permanent
<b>Job Status</b>	Full-time
<b>Hours Per Week</b>	35
<b>Offer Starting Date</b>	25 Jul 2025
<b>Is the job funded through the EU Research Framework Programme?</b>	Not funded by a EU programme
<b>Reference Number</b>	Edital n.º 1319/2025 - OE202507/0905
<b>Is the Job related to staff position within a Research Infrastructure?</b>	No

## Offer Description

### PUBLIC NOTICE

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

By ordinance dated 31 May, 2025, issued by the Rector of the University of the Algarve, an international tender for the position of Assistant Professor, in the subject area of Management, sub-subject area of Human Resources Management, at the School of Management, Hospitality and Tourism of the University of the Algarve, is open for a period of 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 Teaching Career of Polytechnic Higher Education), hereinafter referred to as ECDESP, which was approved by Decree-Law no. 185/81, on 1 July 1981, in its current version, as well as the Regulation for the Tendering of Personnel for Lecturing Careers at the University of the Algarve, Regulation no. 520/2010, published in *Diário da República*, 2nd series, no. 111, on 9 June, 2010.

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

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

The Rector is authorised under Article 92, paragraphs d), e) and q) of Law 62/2007 of 10 September 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) Applicants must hold, under the terms of article 17 of the ECDESP, a doctoral degree in the area of Human Resources Management or related areas or a specialist title in the area of Management and Administration (Area CNAEF-345), provided that the exams were taken in the area of Human Resources Management. Related areas to the doctoral degree in Human Resources Management are Management or Psychology, with a specialisation in Human Resources Management.

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

ii) Applicants to whom the previous subparagraph applies and 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) above refers to the provision of article 48 of Law no. 62/2007 of 10 September, and of Decree-Law no. 206/2009, of 31 August, in its current wording.

b) Applicants must be fluent in Portuguese, both spoken and written.

i) Non-native speakers of Portuguese must provide proof of an officially recognised 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) Applicants must meet the general requirements for employment in civil service roles provided for in Article 17 of the Labour Law in Public Functions, contained in the Annexe to Law No. 35/2014, of 20 June, 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 the area of Human Resources Management or related areas, or a specialist title in the area of Management and Administration (Area CNAEF-345) in which the tests were not taken in the area of Human Resources Management. Related areas to the doctoral degree in Human Resources Management are Management or Psychology, with a specialisation in Human Resources Management;

- b) Do not hold a recognised 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 20 June, in its current wording, unless exempted by the ECDESP.
3. The selection committee will notify the applicants of any excluded applications by e-mail for a preliminary hearing.

## **II - Admission requirements on absolute merit and respective assessment.**

1. Applicants will be assessed on absolute merit, and their admission will depend cumulatively on:
- a) An overall curriculum that, in the substantiated opinion of the selection committee, demonstrates scientific merit, research capacity and the value of pedagogical activity already developed, which is compatible with the sub-area for which the tender is open and appropriate to the respective lecturing category;
  - b) The applicant must be the author or co-author of at least four (4) scientific texts, in the form of articles, scientific books or book chapters with scientific peer review and relevant to the disciplinary sub-area in which the competition is open, with at least two (2) of these documents indexed in Scopus or Web Science, in the last eight (8) years.
2. A vote against admission based on absolute merit must be justified by failure to comply with one or more of the criteria set out in the previous paragraph.
3. To assess absolute merit, each selection committee member shall submit a reasoned written proposal listing the applicants they consider not meeting 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 favourable votes from the selection committee members present at the meeting. The proposals, the votes each proposal receives, and their respective justifications, will be explicitly written up in the minutes of the meeting.
5. The selection committee will notify applicants of the exclusion of their application on the grounds of absolute merit via e-mail with a delivery notification receipt, for a preliminary hearing.

## **III — Application instructions**

1. The application must be formalised by means of a request addressed to the Rector of the University of the Algarve, available on the website of the University of the Algarve <https://www.ualg.pt/procedimentos-concursais> . It may be:
- a) Submitted in person within the deadline, at the Human Resources Services located on the ground floor of the Library building, at the Penha Campus, University of the Algarve, in Faro; or
  - b) By registered mail, with proof of post dated 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 electronic PDF format, in Portuguese or English:

- a) Identification document valid at the time of application;
- b) Certificates of the academic degrees that the applicant holds and/or the title of specialist (if applicable);
- c) A copy of the work presented at the specialist exams (if applicable);
- d) One (1) copy of the *curriculum vitae*, dated and signed, including details of 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, and the list of works to be submitted in accordance with the following point;
- e) One (1) copy of each of the works that the applicant has selected for the purposes set out in point V, component A), point a), up to a maximum of three (3);
- f) 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;
- g) A document with a career development plan, containing objectives, a scientific development plan and a synopsis of the line of research that the applicant intends to implement and a teaching development plan, within the scope of the subject area and speciality being applied for, with a maximum of 5000 words;
- h) Other documents which the applicant considers to be of interest for the selection 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 grounds for legal preference, which, however, will be taken into account by the selection committee if duly proven and if the committee deems it appropriate;
- i) 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;
- j) A statement confirming that the applicant possesses the physical and mental fitness required for performing the duties;
- k) An up-to-date vaccination certificate.

3. The documents referred to in points i), j) and k) may be waived during the submission process as long as the applicant makes a declaration of honour in a separate section of the application, stating the current circumstances regarding each of the requirements in question. However, these documents will be required if the applicant fills the vacancy.

4. The documents required in points a) to h) must be delivered on a pen-drive, which must be searchable and contain the associated publication entries with clickable links to the document containing the publication, which may be saved on the same digital medium or exist in a freely accessible repository on the Internet. Clickable links to the web pages of the entities or events referred to in the curriculum vitae should also be provided, 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. The same applies to the accessibility of the clickable links, the functioning of which must be checked by the candidate so that the members of the selection committee have access to the information.

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

#### **IV – Public Hearings**

1. The selection 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 pursuant to Article 7, paragraph 2, of the Regulation governing tenders for the contracting of career lecturing personnel for the University of the Algarve.

2. If the selection committee for the tender 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 subject area and sub-area of the tender in the last 10 years, and its adequacy to the category of Assistant Professor, considering the following parameters:

- A) Technical-Scientific and Professional Performance (40%);
- B) Pedagogical Capacity (45%);
- C) Other activities relevant to the mission of the Higher Education Institution (15%);

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

##### **A) Technical-scientific and professional performance (40%)**

a) Technical-scientific production (40%). Quality and quantity of technical-scientific production in the area and sub-area for which the tender is open, namely:

- publications indexed in Scopus or Web of Science (WoS);
- publications indexed in other indexes (eg 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 (20%). Quality and quantity of scientific projects in the sub-area for which the competition is open, namely:

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

c) Supervision of academic and professional work (20%), namely:

- completed doctoral thesis;
- completed dissertation, project work or master's thesis;
- undergraduate final coursework assignment (pre-Bologna);
- other relevant supervisions.

d) Intervention in scientific and/or professional communities (15%), namely:

- presentation at an international conference by invitation;
- presentation at an international peer-reviewed conference;
- 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;
- integrated member of a research unit;
- professional experience in relevant activities outside academia.

e) Career development plan (5%):

The potential contribution of the submitted document to the scientific and pedagogical development of the disciplinary area and sub-area within which it falls within the scope of this tender will be assessed, with the aim of promoting the teaching and research activities associated with it.

## **B) Pedagogical Capacity (45%)**

a) Production of pedagogical material (20%), namely:

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

b) Experience and dedication to lecturing (60%), namely:

- number of years of teaching in higher education;
- different curricular units taught;
- supervision of curricular internships;
- lecturing of short non-degree courses;
- organization of educational events;
- attending pedagogical training actions;
- design or restructuring of proposals for curriculum plans.

c) Participation in academic examinations panels (10%), namely:

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

d) Other activities related to teaching (10%).

**C) Other activities relevant to the mission of the Higher Education Institution (15%)**

a) Holding management positions in bodies of the teaching unit or Higher Education Institution (50%), 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 selection committees (30%), namely:

- for public administration career tenders (lecturing and non-lecturing staff, research scholarship holders);
- member of the selection panel, committee 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 recognized public interest in the area and sub-area of the tender (20%), namely:

- member of the organising committee of conferences and congresses;

- services provided outside the educational institution that generate their own revenues;
- other relevant activities.

## **VI - Selection process in relative merit**

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

- a) During the meeting, each member of the selection committee submits a written document, which will be attached to the minutes, stating their ranking of the applicants, based on applicants' scientific performance, pedagogical skills and other relevant activities, including the respective weightings of each component. At each ballot, every selection committee member will always abide by the ordered list they have submitted. Abstentions are not permitted.
- b) The first ballot determines which applicant shall be placed at the top of the ordered list.
- c) If an applicant obtains more than half of the votes, the applicant shall be placed first on the ordered list;
- d) If two applicants obtain exactly half of the votes each, the selection committee's chairperson shall have the casting vote, using as successive tie-breaking criteria the score in the components "Pedagogical Capacity", "Technical-Scientific and Professional Performance", and "Other activities relevant to the mission of the Higher Education Institution", with the one with the highest score prevailing;
- e) If neither of the situations considered in paragraphs c) and d) above occur, a new ballot will take place after eliminating applicants who obtained no votes in the previous ballot, 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 selection committee members vote obligatorily for the applicant who is lowest-placed in their own ordered list or ranking;
- g) If there is still a draw between two or more applicants, the selection committee's chairperson decides which applicant shall be eliminated, using the lowest scores in the "Pedagogical Capacity", "Technical-Scientific and Professional Performance" and "Other activities relevant to the mission of the Higher Education Institution" components as successive tie-breaking criteria. 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 determine 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 selection committee**

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

**Committee members:**

Doctor Henrique Manuel Caetano Duarte, Associate Professor at ISCTE - University Institute of Lisbon;

Doctor Dora Cristina Moreira Martins, Coordinating Professor at Porto Accounting and Business School, Polytechnic Institute of Porto;

Doctor Neuza Manuel Pereira Ribeiro, Coordinating Professor with Aggregation at the School of Technology and Management, Polytechnic Institute of Leiria;

Doctor Maria de Lurdes Santana Calisto, Coordinating Professor of the Estoril School of Hospitality and Tourism;

Doctor Joaquim Francisco Monteiro Pinheiro Pinto Contreiras, Coordinating Professor of the School of Management, Hospitality and Tourism, University of Algarve.

**Alternative committee members:**

Doctor Maria Helena Rodrigues Guita de Almeida, Associate Professor with Aggregation at the Faculty of Economics, University of Algarve.

**VIII – Access to the tender procedure**

The tender procedure can be accessed by appointment at the Human Resources Department of the University of the Algarve, located on floor 0 of the Library building, on the Penha Campus, University of the Algarve in Faro, from 09.30 to 12.00 and from 14.30 to 16.30, by previously scheduled appointment.

15 July, 2025. — The Vice-Rector, Ana Maria de Melo Sampaio de Freitas.

## Where to apply

Website <https://www.ualg.pt/en/tender-procedures>

## Requirements

Research Field Management sciences » Other

Education Level PhD or equivalent

### Skills/Qualifications

Applicants must hold, under the terms of article 17 of the ECDESP, a doctoral degree in the area of Human Resources Management or related areas or a specialist title in the area of Management and Administration (Area CNAEF-345), provided that the exams were taken in the area of Human Resources Management. Related areas to the doctoral degree in Human Resources Management are Management or Psychology, with a specialisation in Human Resources Management.

### Specific Requirements

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

Applicants to whom the previous subparagraph applies and 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) above refers to the provision of article 48 of Law no. 62/2007 of 10 September, and of Decree-Law no. 206/2009, of 31 August, in its current wording.

Applicants must be fluent in Portuguese, both spoken and written.

Non-native speakers of Portuguese must provide proof of an officially recognised 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.

Applicants must meet the general requirements for employment in civil service roles provided for in Article 17 of the Labour Law in Public Functions, contained in the Annexe to Law No. 35/2014, of 20 June, in its current wording, unless exempted by the ECDESP.

<b>Languages</b>	PORTUGUESE
<b>Level</b>	Excellent
<b>Research Field</b>	Management sciences » Other

## Internal Application form(s) needed

**requerimentocandidaturaconcursodocumental\_7.pdf**

**English** (92.61 KB - PDF)

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## Additional Information

### Benefits

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

### Eligibility criteria

Applicants will be excluded from the tender procedure if they:

Do not hold a doctoral degree in the area of Human Resources Management or related areas, or a specialist title in the area of Management and Administration (Area CNAEF-345) in which the tests were not taken in the area of Human Resources Management. Related areas to the doctoral degree in Human Resources Management are Management or Psychology, with a specialisation in Human Resources Management;

Do not hold a recognised 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 20 June, in its current wording, unless exempted by the ECDESP.

### **Selection process**

Applicants will be assessed on absolute merit, and their admission will depend cumulatively on:

a) An overall curriculum that, in the substantiated opinion of the selection committee, demonstrates scientific merit, research capacity and the value of pedagogical activity already developed, which is compatible with the sub-area for which the tender is open and appropriate to the respective lecturing category;

b) The applicant must be the author or co-author of at least four (4) scientific texts, in the form of articles, scientific books or book chapters with scientific peer review and relevant to the disciplinary sub-area in which the competition is open, with at least two (2) of these documents indexed in Scopus or Web Science, in the last eight (8) years.

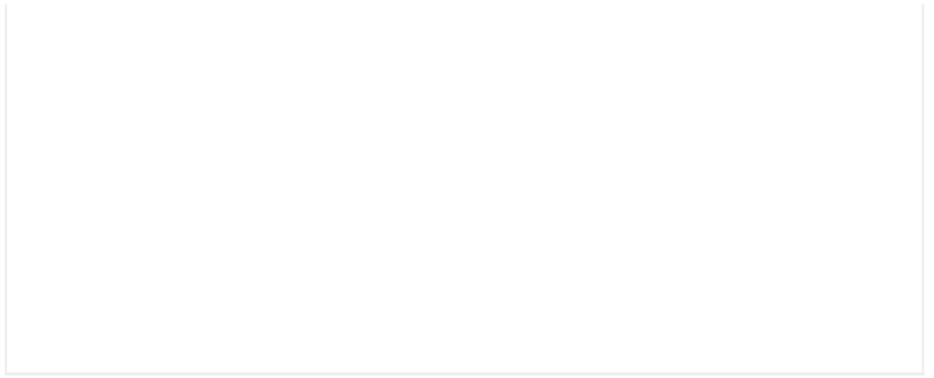
### **Additional comments**

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.

Website for additional job details <https://www.ualg.pt/en/tender-procedures>

## **Work Location(s)**

<b>Number of offers available</b>	1
<b>Company/Institute</b>	School of Management, Hospitality and Tourism
<b>Country</b>	Portugal
<b>State/Province</b>	Faro
<b>City</b>	Faro
<b>Postal Code</b>	8005-139
<b>Street</b>	Estrada da Penha - Campus da Penha
<b>Geofield</b>	



## 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

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