

Castelo Branco Polytechnic Institute

Notice

Call for applications for the post of assistant lecturer

1. It is hereby made public that, by my order of 19 February 2026, authorisation was granted to open a competitive selection process, to be conducted on the basis of submitted documents, for a period of 30 working days from the date of publication of this notice in the Diário da República, for a post in the teaching staff of polytechnic higher education, in the category of assistant professor, in the field of Veterinary Sciences, with CNAEF code 640.

2. Applicable legislation

- a) Statute on the Career of Teaching Staff in Polytechnic Higher Education (ECPDESP), approved by Decree-Law No. 185/81 of 1 July, as currently in force;
- b) Regulations on the Recruitment and Appointment of Tenured Teaching Staff at the Castelo Branco Polytechnic Institute (published in the Official Gazette, 2nd series, of 15 March 2021);
- c) Specialist Qualification, Decree-Law No. 206/2009 of 31 August, in its current version;
- d) Code of Administrative Procedure and other supplementary legislation applicable to public sector employees.

3. Place of work: Castelo Branco Polytechnic Institute.

4. Number of posts: 1.

5. Type of employment relationship: permanent civil service contract, with a five-year probationary period.

6. Job description: the assistant professor is responsible for performing the duties set out in Article 3(4) of the ECPDESP and is entitled to the remuneration provided for in the remuneration system for teaching staff in polytechnic higher education.

7. Validity of the competition: the competition is valid for the post in question and shall lapse upon the post being filled or in the event of there being no candidates or an insufficient number of candidates.

8. Admission requirements

8.1 Cumulative requirements for admission to the competitive examination:

8.1.1 General Requirements

The general admission requirements are as follows:

- 1. To have reached the age of 18;
- 2. Not to be disqualified from holding public office;
- 3. To be physically fit and of sound mental health, as required for the performance of the duties;
- 4. To have complied with the compulsory vaccination laws.

8.1.2 Special requirements

The special admission requirements are as follows:

- a) Hold a PhD or a specialist qualification (Decree-Law 206/2009 of 31 August) in the field of Veterinary Sciences.

In the case of a PhD, the term 'field' refers directly to the field of the doctoral programme, which must cover the scientific or disciplinary field referred to in point 1 of the call for applications.

- b) Have a command of the Portuguese language (spoken and written) at a level that allows for the assignment of teaching duties, without any communication limitations in that language.

9. How to submit an application:

9.1 Applications must be submitted in writing, addressed to the President of the IPCB, in Portuguese;

9.2 Applications may be submitted in person or sent by post, by registered letter with acknowledgement of receipt, to: Instituto Politécnico de Castelo Branco, Av. Pedro Álvares Cabral, no. 12, 6000-084, Castelo Branco;

9.3 If submitted by post, the application must be posted by the deadline set for the submission of applications; in this case, the date of posting shall be taken into account.

9.4 Applications submitted by email will not be accepted.

10. Application form

The application form must include the following details:

- a) Details of the competition for which you are applying, specifying the notice number and the date of publication in the *Diário da República*;
- b) Personal details (full name), postal address, email address and telephone number;
- c) Academic qualifications and/or professional/academic titles;
- d) Details of the institution, as well as the career path and category to which you belong, if applicable;
- e) A declaration stating that you meet the general admission requirements referred to in point 8.1.1 of the notice.

11. Documents to be submitted:

The application must be accompanied by the following documents, which must be clearly labelled:

- a) One hard copy and six electronic copies of the curriculum vitae and accompanying annexes (in PDF format, non-editable), organised in accordance with the assessment and ranking criteria and sub-criteria set out in the call for applications (point 18);
- b) Six copies of each of the works mentioned in the curriculum vitae, which must be submitted in electronic format;
- c) A simple photocopy of the document proving possession of a doctoral degree or specialist qualification;
- d) "Specific recognition" of the degree, verified in accordance with the provisions of Article 20 of Decree-Law No. 66/2018 of 16 August, for candidates holding foreign qualifications; this requirement must be met by the application deadline.
- e) Internationally recognised certification of proficiency in the Portuguese language at a level sufficient to enable teaching in that language, if the candidate is not a Portuguese national or a national of a country where Portuguese is the official language.

12. Curriculum Vitae

12.1. The curriculum vitae must be submitted and organised in accordance with the components and criteria set out in this notice:

- Technical, scientific and professional performance;
- Teaching ability;
- Performance in other activities relevant to the institution's mission.

12.2. The curriculum vitae must include a table of contents, with annexes numbered chronologically, organised from the most recent to the oldest, in accordance with the order of the criteria set out in the previous point.

12.3 It is the candidate's responsibility to provide evidence to support the statements made. Activities that are not documented will not be taken into account.

13. Formalities

13.1. The documents referred to in point 11 of the notice must be submitted in electronic format (USB stick), duly labelled, and the candidate must ensure that the files are legible.

13.2. Documents must be submitted in PDF (Portable Document Format) unless the nature of the document does not permit this;

13.3. File names must not contain the following characters: /, \, |, :, *, ?, ", (less than) and (greater than), nor Portuguese characters with a 'cedilla' or 'tilde'.

13.4. The name of each file must not exceed 20 characters.

14 Exemption from submission

14.1. Candidates currently employed by the IPCB are exempt from submitting documents that are already on file in their individual records; they must expressly state this fact in their application form.

14.2. Candidates who state in their application form that they meet the general requirements (point 10(e)) are exempt from submitting supporting documents.

15. Exclusion

Candidates will be excluded if they:

- a) Do not meet the requirements set out in this notice;
- b) Do not submit the documents required in this notice;
- c) Submit documents after the deadline specified in this notice;
- d) Submit a false document.

16. Notification of candidates

Candidates will be notified, preferably by email, at the address provided in the application form.

17. Selection methods

17.1 The selection method to be used is assessment of academic records.

17.2 The following components must be taken into account in the assessment of academic records:

- a) Performance in technical, scientific and professional areas;
- b) Teaching ability;
- c) Performance in other activities relevant to the institution's mission.

17.3. Public hearings

The jury may decide to hold public hearings, in accordance with Article 23(4)(b) of the ECPDESP.

18. Ranking criteria and weightings

The ranking criteria and their respective weightings are as follows:

A - Technical, scientific and professional performance – 50%;

Technical, scientific and professional performance (DTCP) 50%

A1) Academic Qualifications and Titles

1. Integrated Master's Degree in Veterinary Medicine or Pre-Bologna Bachelor's Degree in Veterinary Medicine
2. Doctorate in Veterinary Sciences
3. Specialist Title in Veterinary Sciences

A2) Professional Experience

1. Specialist title awarded by European specialist colleges
2. Veterinary clinical practice

A3) Publications in the field of the competition

1. Books (author or co-author) indexed in JCR/SCImago Journal Rank (SJR) or ISI/Scopus
2. Books (author or co-author)
3. Book chapters (author or co-author) indexed in JCR/SCImago Journal Rank (SJR) or ISI/Scopus
4. Book chapters (author or co-author)
5. Full-length articles in journals indexed in JCR/SCImago Journal Rank (SJR) or ISI/Scopus
6. Full-length articles in non-peer-reviewed journals
7. Full-length articles in conference proceedings
8. Abstracts in journals indexed in JCR/SCImago Journal Rank (SJR) or ISI/Scopus
9. Oral presentations at international conferences with peer review
10. Poster presentations at peer-reviewed international conferences
11. Oral presentations at peer-reviewed national conferences
12. Poster presentations at peer-reviewed national conferences

A4) Coordination and development of scientific projects in the field covered by the competition

1. Coordinator of approved internationally funded scientific projects
2. Team member on approved internationally funded scientific projects
3. Coordinator of approved nationally funded scientific projects
4. Team member on approved nationally funded scientific projects

A5) Recognition of merit/awards in the field covered by the competition

1. Awards for merit and international honours received in a scientific/professional context
2. Awards for merit and national honours received in a scientific/professional context

FORMULA: DTCP = A1+A2+A3+A4+A5

B - Teaching ability – 40%;

Teaching ability (CP) 40%

B1) Actual teaching experience (coordination and teaching practice) in the subject area of the competition

1. Responsible for course modules
2. Teaching course modules

B2) Guidance and examination in the subject area of the competitive examination

1. PhD supervision (completed)
2. Master's supervision (completed)
3. Supervision of work placements or final-year projects for bachelor's degrees (completed)
4. Supervision of CTeSP work placements (completed)
5. Hearings of doctoral examinations
6. Hearings of master's examinations
7. Hearings of work placement or final-year undergraduate project examinations
8. Hearings of CTeSP work placement examinations

B3) Production of teaching materials relating to the competitive examination

FORMULA: $CP = B1 + B2 + B3$

C - Other relevant activities – 10%.

Other activities relevant to the institution's mission (AR) 10%

C1) Other activities relevant to the institution's mission

1. Chair of statutory bodies at higher education institutions
2. Membership of statutory bodies at higher education institutions
3. Consultancy work in the field of competitive examinations
4. Participation in promotional activities for higher education institutions, as recognised by the head of the institution
5. Chair of committees/working groups at higher education institutions, as recognised by the head of the institution
6. Member of committees/working groups at higher education institutions, as recognised by the head of the institution
7. Programme coordinator (undergraduate and master's degrees) in the field of the competition
8. Member of a programme committee (bachelor's and master's degrees) in the field of the competition

FORMULA: $AR = C1$

19. Final classification

19.1 The final classification (CF), on a scale of 0 to 100 points, is calculated using the following formula:

$$CF = (A \times 0,5 + B \times 0,4 + C \times 0,1).$$

$CF = (A + B + C)$ where:

A = Assessment of technical, scientific and professional performance;

B = Assessment of teaching ability;

C = Assessment of other relevant activities.

19.2 All results will be presented to two decimal places.

19.3 Unsuccessful candidates

Candidates who obtain a final mark of less than 50 points are considered unsuccessful, whilst candidates who obtain a final mark of 50 points or more are considered successful on the basis of absolute merit.

20. Minutes:

20.1 The minutes of the selection panel are made available to candidates.

20.2 Minutes No. 1 are published on the IPCB website at: www.ipcb.pt / About Us / Human Resources / Competitive Examinations / Teaching Staff.

21. Return of Documentation

21.1 Documentation will be returned to candidates who request it in writing.

21.2 Documentation will be destroyed if not requested within one year of the competition's conclusion.

22. Composition of the selection panel:

The jury is composed of the following members:

Chair:

Paulo Alexandre Justo Fernandez, Assistant Professor at the School of Agriculture of the Castelo Branco Polytechnic Institute;

Full Members:

Paula Alexandra Martins de Oliveira, Full Professor at the University of Trás-os-Montes and Alto Douro;

Ana Cláudia Correia Coelho, Associate Professor with Aggregation at the University of Trás-os-Montes and Alto Douro;

Maria Rosa Rebordão Cordeiro Simões Crisóstomo, Coordinating Professor at the School of Agriculture of the Polytechnic Institute of Coimbra;

Fernando Alexandre Almeida Esteves, Coordinating Lecturer at the School of Agriculture of the Polytechnic Institute of Viseu;

Carolina Maria Balão da Silva, Coordinating Lecturer at the Elvas School of Biosciences of the Polytechnic Institute of Portalegre;

Alternate Members:

Helena Maria Vala Correia, Senior Lecturer and Programme Coordinator at the School of Agriculture of the Polytechnic Institute of Viseu;

Rute Isabel Duarte Guedes dos Santos, Programme Coordinator at the School of Biosciences of Elvas, part of the Polytechnic Institute of Portalegre.

22.1. The Chair of the selection panel shall be replaced by the first member listed in the order set out in the notice of competition, in the event of the Chair's absence or incapacity.

23. Equal Opportunities

In accordance with Article 9(h) of the Constitution, the IPCB actively promotes a policy of equal opportunities between men and women in access to employment and career progression, taking steps to prevent any and all forms of discrimination.

24. Protection of personal data:

24.1 Personal data collected and processed in accordance with the provisions of this notice are intended solely for the purposes of the competition and are limited to what is necessary in relation to the purpose for which they are collected; the lawfulness of their processing is governed by the provisions of Article 6(1)(b) and (c) of the General Data Protection Regulation (GDPR).

24.2 When submitting their application, candidates must provide only the data strictly necessary for this purpose, in accordance with the requirements set out in this notice, and must redact any

personal data that may appear in the documentation submitted, in particular in their CV, failing which such data may be freely accessed by any of the other candidates, in accordance with their right to inspect the competition file.

25. Publicity

This competition will also be advertised on the BEP (Public Employment Service) and on the IPCB website at www.ipcb.pt / About Us / Human Resources / Competitions / Lecturer, in both Portuguese and English.

26 June 2026, The President, Prof. Dr António Augusto Cabral Marques Fernandes