

MINUTE OF JURY SELECTION

This minute concerns to an international public tender open to award of undefined term contract of employment to the position of a Lab Manager (PhD Junior Researcher) within the scope of Project nº UID/Multi/04555, entitled Research and Development Unit, funded by national funds through FCT/MCTES (PIDDAC),

Application submission and evaluation:

Applications were collected starting 13th December 2021 until 24th December 2021 being continuously evaluated, with the first call for interview being defined after two potential candidates were identified. The jury analysed all documents included in the submitted applications. The call received five applications until December 24th: Joao Coelho, Sueli Marques, Catarina Esteves, Shaghayegh Hasanpour, Michelle Pereira.

Selection of Applicants and Communication:

The top-two candidates (see attached summary of evaluation) were selected for interview based on their evaluation: Joao Coelho and Sueli Marques. The applicants were contacted to confirm their interest in the position and interviews were held in person. All remaining applicants were informed, via e-mail, that they did not progress to the next phase of selection.

Interview and Evaluation:

30-minute in person interviews were scheduled with the top-two selected candidates. Applicants were interviewed following a structured agenda:

1. Why did you apply to this position and Lab?
2. What is your level of organisation and how do you keep organisation of lab tasks?
3. As part of a team, how do you position yourself?
4. Do you know what the position entails?
5. What are your present and future expectations for this position?
6. Questions from applicant

After, discussion of individual evaluation and seriation of applicants interviewed took place.

Final Seriation and Communication:

Both candidates showed to have the knowledge and profile for the position. The final decision was defined as better adequacy to existing laboratory and research team members' profile. With this criterion, it was decided to recommend the hiring of Joao Coelho. Final decision and communication by jury members was left for consideration over two days, for individual jury members to challenge their decisions. All jury members agreed with the final decision. Interviewed applicants were contacted on (5th January 2022) via email and informed of the jury's decision. João Coelho was requested to confirm his interest and availability for starting date February 2022

Public tender outcome and closure:

The selected applicant, Joao Coelho, accepted the position and confirmed availability to start February 2022. With all applicants to the present tender informed by (5th January 2022), and if there are no complaints in the following 10 working days, it will be considered as effective the decisions of this minute.

Having nothing more to deliberate, the meeting held to elaborate the present minute was ended, and the document signed by all members of the Jury.

Oeiras, 06th December 2021

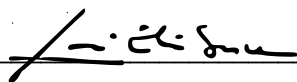
Chairwoman of the jury (Caren Norden)

Jury member 1 (Monica Bettencourt Dias)

Monica Bettencourt Dias

Jury member 2 (Elio Sucena)





INTERVIEW EVALUATION SUMMARY TABLE

Contracting of one Junior PhD position (R1) within the scope of UID/Multi/04555, entitled Research and Development Unit, funded by national funds through FCT/MCTES (PIDDAC)					
	João Coelho	Sueli Marques	Catarina Esteves	Shaghayegh Hasanpour	Michelle Pereira
Complete Application?	Yes	Yes	No	No	Yes
Application, CV and Essential Criteria (60%)					
	50%	50%	20%	35%	35%
Motivation Letter (15%)					
	12%	12%	5%	8%	10%
References (15%)					
	15%	15%	15%	15%	15%
Positively Considered Criteria					
	2/2	2/2	1/2	2/2	1/2
Application Evaluation Score	77%	77%	40%	58%	60%
Application Outcome	Eligible, Selected for Interview	Eligible, Selected for Interview	Not Eligible	Not Eligible	Eligible, not selected for interview
Summary	Good technical profile, multicellular organisms experience. Experience in management and funding applications + other positively considered criteria	Acceptable technical profile, model organism experience. Proven experience in management and funding applications + other positively considered criteria	Application and profile not according to tender requirements	Application and profile not according to tender requirements	Application and profile do not fully match tender requirements
Interview Evaluation Score	10%	8%	NA		
Evaluation Outcome	Both applicants performed well in the interview. Decision was in ponderation with "best fit" to the lab profile.		NA	NA	NA
Summary	Good balance between team player and autonomy profiles, identification with role as facilitator. Insterest in experimental work. Mature. Good motivation and mindset to help. Best fit as member with the already existing	Acknowledges importance of role as facilitator, strong individual and independent profile. Identification with role as teacher. Limited interest in experimental work. Mature. Good fit with existing team.	NA		
Final Evaluation Score	87%	85%	NA		
Evaluation Outcome	Selected for Position	2nd Best, not selected for position	NA		