

ANNOUNCEMENT FOR THE AWARD OF A RESEARCH FELLOWSHIP

Title: *ReCap Research Scholarship; 1 Vacancy*

Reference: ReCap_BI_01_2022

A call for applications is now open for the attribution of 1 grant of a research scholarship for undergraduate / Bachelor's degree ("Licenciado") under the Erasmus+ recap 4.0 - Reinforcing Non-University Sector at the Tertiary Level in Engineering and Technology to Support Thailand Sustainable Smart Industry, 619325-EPP-1-2020-1-TH-EPPKA2-CBHE-JP, funded by European funds through the European Commission, ERASMUS+ Action: Capacity Building in Higher Education Programme, under the following conditions:

Scientific Area: Engineering

Recipient category: One (1) Master's or PhD students with a Bachelor's degree

The open vacancy is intended for undergraduates who, at the time of their contract, prove their registration in an integrated master's, master's or doctoral course.

Requirement for granting the scholarship:

- The applicants may apply without prior registration in the course for which the fellowship is open. The requirement to enroll in a degree course or non-academic degree course will be verified on the date of contracting the fellowship.
- Only fellowships whose selected applicants present valid proof of enrolment in a degree course or non-academic degree course will be contracted, according to the type of the fellowship, issued by the academic services of the Higher Education Institution, indicating, respectively, the academic year or its duration (start and term).

Profile of recipients:

- a) Experience in Engineering Education.
- b) Experience in conducting, collecting and analyzing data through questionnaire survey, interviews, *focus group* or *workshops*.
- c) Experience in the use of quantitative and qualitative data analysis tools.
- d) Publications in engineering education and/or industry 4.0.
- e) Presentation of communications in congresses.
- f) Organization capacity to support project management.
- g) Training in Project Management.
- h) Mastery of the English Language.

Applicants eligibility: Applicants must comply with the eligibility conditions laid down in article 9 of the Research Grants Regulation of the Portuguese Foundation for Science and Technology (2019).

Work plan and objectives to be achieved:

The work plan to be developed is part of the support for the project "ReCap 4.0 - Reinforcing Non-University Sector at the Tertiary Level in Engineering and Technology to Support Thailand Sustainable Smart Industry" (619325-EPP-1-2020-1-TH-EPPKA2-CBHE-JP), framed in activities related to the

development of training in Industrial Management for Industry 4.0, and project management activities. These activities include research on the principles of Industry 4.0 and in particular on the skills needed to act in these environments; support for the organization of training for higher education instructors; support for the organization and creation of pedagogical materials; support for the writing of scientific reports. The applicant should therefore support the development of training sessions, an evaluation report on the same and a progress report on the project.

Applicable legislation and regulations: Research Fellowship Holder Statutes, approved by Law no. 40/2004 of August 18, in its current version published by Decree-Law no. 123/2019 of August 28; Regulation of Scientific Research Fellowships of the University of Minho (RBIC), published in “Diário da República”, 2nd serie, no. 119, through dispatch no. 6524/2020 of 22-06-2020, ratified by ratification declaration no. 447/2021 of 22-06-2021 and Regulation of Research Studentships and Fellowships (RBI) of the Foundation for Science and Technology, I.P. - in force.

Host/contractor entity and scientific guidance: The work plan will be developed at the ALGORITMI Research Center of the University of Minho, located on the Campus of Azurém, under the scientific guidance of Professor Rui Manuel de Sá Pereira de Lima.

Duration of the scholarship(s): The scholarship will last for 6 months, starting in March 2023. The scholarship contract may eventually be renewed for periods of 6 months while the financing conditions of the ERASMUS+ ReCap 4.0 project so permit.

Amount of the research grant: The value stipend (Monthly Maintenance Allowance) is 875.98€ per month, in accordance with the stipends values published by the Foundation for Science and Technology (FCT I.P.) in the country (Annex I – Monthly Stipends Values for the maintenance allowances of the [FCT Regulation for Research Studentships and Fellowships](#)) and Annex II of the Regulation of Scientific Research Fellowships of the University of Minho (RBIC), published in “Diário da República”, 2nd series, no. 119, through dispatch no. 6524/2020 of 22-06-2020, ratified by ratification declaration no. 447/2021 of 22-06-2021, according to the applicable regulation.

Payment is made on the 23rd of each month, through bank transfer to the Bank Identification Number of the fellow identified in the contractualization process.

Other benefits: Reimbursement of Voluntary Social Security (Social Security contributions), corresponding to the 1st level of discounts (*for research grants with a total duration 6 months or higher*) and personal accident insurance.

Exclusivity regime: The grantee will perform the activities under exclusivity, as foreseen in article 5º of the Research Fellow Statutes and applicable regulations.

Composition of the Selection Jury:

President of the Jury: Rui Manuel de Sá Pereira de Lima, Associate Professor, Department of Production and Systems, School of Engineering, University of Minho

Effective member: Rui Manuel Alves da Silva e Sousa, Associate Professor, Department of Production and Systems, School of Engineering, University of Minho

Effective member: Anabela Carvalho Alves, Assistant Professor of the Department of Production and Systems of the School of Engineering of the University of Minho

Substitute member: Lino António Fernandes da Costa, Associate Professor, Department of Production and Systems, School of Engineering, University of Minho

In case of impediment of the President of the Jury, this will be replaced by the first effective member, being appointed the substitute member to replace the effective member.

Evaluation and selection criteria and procedures: The evaluation of applications will focus on one or two evaluation elements according to the criteria defined below, including the Academic Path Assessment, Personal Curriculum and Motivation and Recommendation letters (ACCAP) and possibly an interview (ENT), according to the following criteria and subcriteria and corresponding weightings, on a scale of 1 to 5 values:

A. Evaluation of the academic path, personal curriculum and letters of motivation and recommendation - APACC (60%):

A.1: Academic path (considering the classifications of academic degrees), with a weighting of 45%.

A.2: Personal curriculum (considering professional and scientific background), with a weighting of 45%.

A.3: Letter of motivation and up to two letters of recommendation, with a weighting of 10%.

The **APACC classification** will be obtained by applying the following formula:

$$\text{APACC} = (A1 \times 0,45) + (A2 \times 0,45) + (A3 \times 0,1)$$

Candidates classified in the first 3 positions according to the orderly list of the APACC, will be admitted to the interview stage, and the Jury will evaluate the following sub-criteria:

B. Interview - ENT (40%):

B.1: Interpersonal skills (30%).

B.2: Knowledge demonstrated in the area to be tendered (40%).

B.3: Motivation (20%).

B.4: Language skills (10%).

The Jury also decided to proceed to the valorization of the Interview, according to the following levels:

- High – 5 values.
- Good - 4 values.
- Sufficient – 3 values.
- Reduced - 2 values.
- Insufficient - 1 value.

The classification of the **Interview (ENT)** will be obtained by applying the following formula:

$$\text{ENT} = (B1 \times 0.3) + (B2 \times 0.4) + (B3 \times 0.2) + (B4 \times 0.1)$$

The final classification (CF) will be obtained by applying the following formula:

$$\text{CF} = (\text{APACC} \times 0,6) + (\text{ENT} \times 0,4)$$

Reference table for the definition of the score of Subcriterion A.1 - Academic course

Bachelor's degree + Master 's degree (pre or post-Bologna) Integrated Master 's degree (300-360 credits)		Bachelor's degree - 180 credits (pre or post-Bologna)	
Classification	Rating A1	Classification	Rating A1
≥ 18	5,0	≥ 17	3,5
17	4,5	16	3,0
16	4,0	15	2,5
15	3,5	14	2,0
14	3,0	< 14	1,5
< 14	2,5		

Note: Candidates with degrees obtained abroad must present proof of recognition of qualifications in Portugal and conversion of the final classification obtained to the Portuguese classification scale or declaration in the terms indicated in the previous point. To candidates who do not comply with one of these provisions, the jury shall assign the classification of "0" to the grade of the bachelor's and/or master's degree course. Candidates will be evaluated on the remaining parameters.

Dissemination of results: The draft results of the evaluation, based on minutes, shall be sent to applicants via e-mail, in accordance with Article 13. ° RBIC of UMinho.

If case of unfavourable results, the candidates have a period of 10 working days to comment, if desired, in a prior hearing to interested parties, pursuant to articles 121 and 122 of the Code of Administrative Procedure (DL no. 4 / 2015 of January 7th).

Complaint and appeal procedures: The final results of the evaluation will be published through an ordered list (*alphabetically, by final grade obtained*), posted in a visible and public place of the host unit, as well as by email to all applicants, enclosing for that purpose, the minutes of the jury deliberations.

The selected candidate must inform its willingness to accept the grant, in writing. In case of rejection, the fellowship will be awarded to the next candidate in the ordered list of applicants.

The final decision can be contested within 15 working days, by sending to the President of the jury the corresponding claim. Interested parties may also submit an optional hierarchical appeal, addressed to the Pro-Rector for Research and Projects, Professor Sandra Paiva.

Application deadline and form of submission of applications: The call is open in the period of 2023-01-03 to 2023-01-16.

Applications must be formalized by sending an application letter accompanied by curriculum vitae, certificate of qualifications, letter of motivation, and up to two letters of recommendation. These documents shall be instructed with the elements necessary for the assessment of the requirements and selection criteria mentioned in the notice, in particular, if necessary, a declaration proving to meet the conditions for the typology of the scholarship, in accordance with the application requirements and other documents that take to the evaluation process.

Applications should be sent by email to Alexandra Fernandes <alex@dp.uminho.pt>, indicating the reference of the contest in Subject. Applications submitted by other means will not be accepted.

Fellowship contractualization: The fellowship will be attributed by signing a fellowship contract between the University of Minho and the fellow, accordingly with the contract minute, annex IV of the Regulation of Research Fellowships of the University of Minho (RBIC).

The contract may only be concluded upon receipt of all the documentation required depending on the type of scholarship, which must take place within a maximum of 6 months including proof of the holder of the licensee degree.

Once all the documentation has been received, the contracting entity has a period of 60 working days to conclude the scholarship contract. Once received, the fellow must return the contract duly signed within 15 working days.

The activities under the fellowship contract can only begin after proper authorization by the contracting entity.

Term and cancellation of fellowship contracts: Without prejudice to the other causes provided the fellowship regulations (FCT and UMinho) and in the Statute of the Research Fellow, the fellowship ends with the completion of the work plan, as well as with the expiration date for which it was granted or renewed.

At the end of the fellowship, the grantee is obliged to present a Final Report of the work carried out, in accordance with the objectives and evaluation criteria defined with the scientific advisor, within 30 days after the end of the scholarship.

The **final report** must be prepared in accordance with Annex I of the Scientific Research Fellowships Regulation of the University of Minho (RBIC), published in *Diário da República*, 2nd Série, no. 119, through dispatch no. 6524/2020 of 22-06-2020, ratified by ratification declaration no. 447/2021 of 22-06-2021.