



Minute 4

Call no. CCMAR/GPS/31/2024

I - Introduction

On the twenty first of October two thousand and twenty-four, at 18:45 hours, the jury nominated by the CCMAR board of Directors on 06-08-2024, met by videoconference, for the meeting 4 of the call Ref. CCMAR/GPS/31/2024. The meeting was held for the award of a position for a Senior Project Manager (M/F)/(Técnico Superior) to meet temporary needs, under an uncertain-term employment contract, to support the work carried out in the financial services of CCMAR. The nominated jury was composed by Dr. Cristina Inácio, director of financial services at CCMAR (jury president), Professor Adelino Canário, President of the CCMAR Board (member) and Doctor Sofia Engrola, member of the CCMAR Board (member) with the following agenda: statement of no conflicts of interest, and assessment of applications to the position CCMAR/GPS/31/2024.

II - Statement of no conflict of interests

We, the members of this jury, fully understand the confidential nature of the assessment process and agree not to disclose or discuss its materials, nowhere, with no one, knowing the consequences of a misconduct.

We further declare that we have no direct or indirect financial, economic or personal interest that could compromise our impartiality and autonomy as members of this Jury. Thus, we declare under word of honor that we will not evaluate candidates with whom we have a conflict of interest, for what we will require our immediate replacement.

III - Assessment of applications

The jury had the need to contact the candidates to clarify some curricular aspects. The interviews took place on the 17th of October (Rita Carvalho Tavares da Cruz, Andreia Patricia Madeira Palma, Joao Ricardo Guerreiro Marques) and on the 21st of October (Inês Neves Vaz de Pinho).

The jury assed the applications in accordance with the following criteria and weights:

- a) Bachelor's and/or Master's degree in Business Management, Accounting, or Economics (10%);
- b) Proven professional experience in managing international and national research funding, including knowledge of the respective legal frameworks (30%);
- c) Experience in supporting the preparation of applications for international and national funding (25%);
- d) Experience working in academic institutions (research and/or higher education) (20%);
- e) Excellent command of Portuguese and English (10%);
- f) Experience working in multidisciplinary teams (5%).

Table 1. Classification table - Ref. CCMAR/GPS/31/2024 - indicating the classification of the candidates admitted to the call.

	Critério 1 - Nota da Licenciatura e/ou Mestrado em Gestão de Empresas, Contabilidade ou Economia. 10%	Critério 2 - Experiência profissional comprovada em gestão de financiamentos à investigação internacionais e nacionais, incluindo o conhecimento dos respetivos enquadramentos legais. 30%	Critério 3 - Experiência no apoio à preparação de candidaturas a financiamentos internacionais e nacionais. 25%	Critério 4 - Experiência de trabalho em instituições académicas (investigação e/ou ensino superior) 20%	Critério 5 - Excelente domínio das línguas portuguesa e inglesa. 10%	Critério 6 - Experiência em trabalho de equipa multidisciplinar. 5%	Total
Inês Neves Vaz de Pinho	6,5	68,75	97,5	5	10	11,25	199
Rita Carvalho Tavares da Cruz	8	97,5	62,5	5	10	10	193
Andreia Patricia Madeira Palma	6,5	0	0	10	10	8,75	35,25
Joao Ricardo Guerreiro Marques	6	127,5	68,75	0	10	11,25	223,5

The result of the candidate's ranking is illustrated below, in table 2:

Table 2. Ordered classification table - Ref. CCMAR/GPS/31/2024 - indicating the raking of the candidates.

Name	Ranking
Joao Ricardo Guerreiro Marques	1st
Inês Neves Vaz de Pinho	2nd
Rita Carvalho Tavares da Cruz	3rd
Andreia Patricia Madeira Palma	4th

IV - Conclusion

Four candidates were admitted to the evaluation and ranking phase. Candidate João Ricardo Guerreiro Marques was ranked first and meet the conditions for the purposes of eventual selection so the jury proposes the ratification of this decision to the CCMAR Board.

The Jury will proceed to the right of prior hearing of the candidates, setting a deadline of 10 working days to claim what they consider to be convenient, whether in relation to scientific or procedural matters.

With no other item on the agenda, the meeting of which these minutes were drawn up was closed, with 2 pages, which after being read and approved were signed by the members of the jury.



Cristina Inácio



Adelino Canário



Sofia Engrola