



Call for applications for research staff position

### **Selection test for the contracting of a Director of Research (Starting Grant Profile-PI15020)**

#### **Conditions**

The Universitat Rovira i Virgili (URV), in collaboration with the research institutions affiliated to the Campus of International Excellence of Southern Catalonia (CEICS), is launching the third edition of the Martí i Franquès Research Fellowship Programme, a public-private cooperation designed to attract highly talented postdoctoral researchers to work on exciting research projects.

The selection process of the Martí i Franquès Research Fellowship Programme for Post-doctoral positions involves the Starting Grant Profile (2015PMF-POST).

#### **1. Description of the profile**

##### **1.1. Details of the position**

- **Category/scale:** Research Director
- **Research project / works or service:** Martí i Franquès Programme for attracting scientific talent to the Campus of International Excellence Southern Catalonia. An exceptional opportunity for a young researcher to prepare a research project proposal to be submitted at the European Research Council or equivalent and to develop this project in an excellent scientific environment.
- **Project code:** 2013PMF-POST
- **Description of responsibilities:**
  - Developing the research line and executing the project presented along with a dissemination plan to the Martí i Franquès Programme for attracting scientific talent.
  - Submitting a proposal to the "Starting Grants" competition of the European Research Council (ERC) or international equivalent.
  - Obtaining external funding.
  - Managing the resources assigned to the research project in an effective and efficient manner.

The project must be carried out in one of the departments of the URV, hosted by a URV Research Group, and the staff will be contracted to the URV.

##### **1.2. Conditions of the contract**

- Research staff.
- Specific works or service contract linked to the execution of the specific scientific or technical project.
- Contract length: 1 year, with the possibility of extension to 2 years after evaluation of performance.



- Full time/part time: full time (37.5 hours/week)
- Remuneration will be in accordance with the collective agreement of the teaching and research staff of the Catalan public universities (DOGC 14.02.2007), € 35.259,56 (estimated gross salary).

### 1.3. Candidate requirements

Candidates must:

#### a) General requirements:

- Be aged between 18 and the retirement age.
- Not have any illness that prevents them from carrying out their corresponding functions in a normal manner.
- Not have left the service of any of the public administrations for disciplinary reasons or be forbidden from carrying out public functions.
- Not be disqualified in any of the ways listed in Law 53/1984, of 26 December, regarding the disqualification of personnel from the public administrations.

#### b) Specific requirements:

- Hold a doctoral degree.
- Have gained at least 2 years of independent research experience since finishing their doctoral degrees and have a very promising scientific record. In case of holding a doctoral degree from URV, this experience has to have been gained at institutions other than URV.
- Have no current statutory or contractual relationship with the URV.

#### c) Merits:

- Have an outstanding research proposal.

### 1.4. Application form

Along with the application form, applicants must also submit:

- A photocopy of their identity card/passport.
- Photocopy of doctoral degree certificate.
- Curriculum vitae in English (candidates may use [standardized form](#)).
- Letter of support from the host research group (candidates **must** use [standardized form](#)).
- Two reference letters.
- Other merits.

Other merits that are not accredited with the necessary documentation will not be taken into account. Work experience can be accredited by means of work contracts, certificates issued by the company, employment history, etc.

## 2. Application forms. General conditions

Individuals who wish to participate in this competition and who meet the requirements to do so must present the corresponding application form in accordance with the model found on the [website](#) of the URV.



Applications must be presented in one of the following ways:

**A. Via the URV's Online Registry**

The URV's Online Registry is an application administered by the URV's General Registry which enables users to electronically register requests, application forms and documents through the URV's online office on the internet. To use the application you must have a valid certificate issued by the URV. For more information on these certificates, go directly to the URV's Online Office at

<https://seuelectronica.urv.cat/certificats.html>.

The Online Registry allows users to present requests, applications forms and documents 24 hours a day, every day of the year.

You can find the Instructions for the Online Registration of Documents at

[https://seuelectronica.urv.cat/registre\\_telematic.html](https://seuelectronica.urv.cat/registre_telematic.html)

The system allows users to present generic template documents to which they can add supporting documentation.

Once a user has presented a generic template document, the Online Registry will automatically issue a receipt confirming reception. This receipt will specify the registry entry number given to the form and the time and date on which it was presented.

You can directly access the URV's Online Registry at

<https://registre.urv.cat:8090/eresTramitsURV/avisosLegalsPrevis.jsf>

**B. In person at one of the URV's registries**

Application forms may be presented to the auxiliary registry at the Central Services, building N5 of the URV (Carrer Marcel·lí Domingo, 2-4-6, post code 43007, Tarragona) between 11.00 and 13.00 Monday to Friday.

They may also be presented to any other auxiliary registry or the General Registry of the URV. The location and opening hours of the auxiliary registries and General Registry of the URV can be found at

<https://seuelectronica.urv.cat/registre.html>.

**C. In person at other official locations**

According to article 38 of Law 30/1992, 26 November, regarding the legal system governing the public administrations and common administrative procedure, documentation can also be submitted to:

- The registries of any administrative body that belongs to the General Administration of the Spanish State or to any administrative body of the autonomous communities of Spain.
- Any office of the Spanish Postal Service, in the manner established by the regulations.



If the documentation is sent by certified post, the documentation must be presented at the corresponding office of the Spanish Postal Service in accordance with article 31 of Royal Decree 1829/1999, of 3 December, in an open envelope so that the application, letter or communication addressed to the URV can be dated and stamped before it is certified. If the application is not dated and stamped by the corresponding office of the Spanish Postal Service, the date on which the application arrives at the registry of the URV will be regarded as the date on which it has been submitted.

- The diplomatic representations or the consular offices of the Spanish state abroad.

If the applicant submits the documentation by one of these aforementioned means, he/she must communicate this within the application period by means of telex, telegram or fax to the Human Resources Service of the URV (Carrer Marcel·lí Domingo, 2-4-6, post code 43007, Tarragona, fax 977297032 and email [marti.franques@urv.cat](mailto:marti.franques@urv.cat)).

Application submission period: **25 May to 19 June 2015 (13.00 local time in Spain)**

### 3. Selection of candidates

Once the period for presenting applications has expired, the provisional list of candidates that have been admitted or excluded will be published on the [website](#) of the URV. This list will give the reasons why candidates have been excluded.

Candidates will have a period of ten consecutive days to amend their applications or, if necessary, to appeal against their exclusion. Once this period has expired, the definitive list of candidates that have been admitted or excluded will be published on the [website](#) of the URV.

### 4. Evaluation criteria

For this position, excellence is the sole criterion of evaluation. It will be applied in conjunction to the evaluation of both: the ground-breaking nature, ambition and feasibility of the research project; and the intellectual capacity, creativity and commitment of the candidates.

### 5. Committees

#### 5.1. External evaluating committee

The peer review evaluation committee, covering all fields of knowledge, will be made up of the Vice-Rector for Scientific Policy and Research of the URV and 4 members with responsibilities in Programs of Research Excellence.

The Committee members will record their opinions in individual reports and give marks and comments in accordance with the evaluation criteria.

After completing the individual reviews, the members will discuss and assess the proposals in accordance with the evaluation criteria, arbitrate controversial opinions in individual reviews and establish a ranking list of proposals (which will be confirmed by the Scientific Policy and Transfer Committee, the URV committee that deals with R&D issues).



The applicants will receive individual feed-back on their final evaluation.

## 5.2. URV committee

### 5.2.1. Composition:

- Chairperson: Josep Manel Ricart i Pla, Full Professor of the Department of Physical and Inorganic Chemistry
- Secretary: Miquel Àngel Bové Sans, Full Professor of the Department of Economics
- Member: Rosa Maria Solà Alberich, Full Professor of the Department of Medicine and Surgery

### 5.2.2. Process

Once the external evaluation committee has evaluated the candidates, the URV committee (composed of three members of the URV's permanent teaching and research staff) will present to the Rector a list of all the candidates that have been evaluated positively. The list will include the reasons that justify the candidates' inclusion on the list and the order of preference for appointing them. The position may also be declared unfilled.

The university will offer the position to candidate in the order proposed by the committee and the Rector will appoint the proposed candidate provided he/she accepts the position.

The committee must complete the appointment process within three months from the date on which the definitive list of admitted and excluded candidates is published.

If the selected candidate renounces the position, the next candidate in the order established by the committee will be appointed.

## 6. Contracting

If a candidate renounces their appointment or if the contract is unsigned, the rector will appoint the first candidate on the list in order of preference.

If the proposed candidate is from a non-EU country, he/she must comply with the necessary legal requisites in order to be contracted and affiliated to the social security.

Under no circumstances may the candidate begin work before he/she is affiliated to the social security.

## 7. Complaints

Any interested party may lodge an administrative appeal against this call for applications and its conditions at the Administrative Court in Tarragona within two months, counting from the day after notification is received. An appeal for reversal can also be made to the Rector of the URV prior to the administrative appeal and within one month of the day after notification is received.

Likewise, interested parties can appeal to the rector of the URV against the actions of the committee within one month of having been informed of this decision. This appeal will be understood to have been rejected if the university administration publishes no resolution regarding the appeal within three months after it has been lodged. The opportunity to lodge an administrative



appeal at the Administrative Court of Tarragona will expire six months from the day after the appeal lodged with the Rector has been rejected. If a resolution is published regarding the appeal lodged with the Rector, the interested party will have two months starting from the day after they have been notified of this to lodge an administrative appeal.

Likewise, interested parties may lodge any other appeal they deem necessary to defend their interests.

## 8. Regulations

The regulations governing the call for applications are the following:

- Organic Law 6/2001, of 21 December, regarding universities, modified by Organic Law of 4/2007, 12 April, and the regulations implemented under this law.
- Law 1/2003, of 9 February, regarding the Catalan universities, and the regulations implemented under this law.
- Decree 202/2003 of 26 August regarding the Department of Universities, Research and the Information Society which approved the Statute of the Universitat Rovira i Virgili.
- The Regulations for contracting research personnel to carry out works or provide services for specific scientific or technical research projects approved by the Governing Council on 21 December 2006.
- Collective agreement of the teaching and research staff of the Catalan public universities, of 10 October 2006 (DOGC 14.02.07)