

Steering Committee and Working Group for the HR Excellence in Research Award

Open, Transparent and Merit-Based Recruitment (OTM-R) Policy

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OPEN, TRANSPARENT AND MERIT-BASED RECRUITMENT (OTM-R) POLICY

The Nursing School of the University of Lisbon (ESEUL) adopts an Open, Transparent and Merit-Based Recruitment (OTM-R) Policy for teaching and research staff, in accordance with the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, applicable national legislation and ESEUL's internal regulations.

This policy aims to ensure academic and scientific excellence, contribute to attractive and sustainable research careers, and promote equal opportunities, inclusion and diversity throughout recruitment and selection processes.

Open

ESEUL ensures a broad dissemination of job vacancies, promoting equitable, inclusive and non-discriminatory access for all eligible candidates, regardless of their background or origin.

Job vacancies are advertised through relevant national and international platforms, including the Diário da República, Bolsa de Emprego Público (BEP), EURAXESS, as well as ESEUL's Recruitment Portal and social media.

Vacancies are advertised in Portuguese and English, promoting accessibility to both national and international candidates.

Job advertisements use neutral and inclusive language and reflect ESEUL's commitment to gender equality, equal opportunities, diversity and non-discrimination.

All notices include a reference to compliance with paragraph h) of Article 9 of the Constitution, reinforcing ESEUL's commitment to equal opportunities between men and women in access to employment and career progression.

Transparent

ESEUL's recruitment and selection procedures are based on clear, traceable and accessible rules, ensuring that the different stages of the process are appropriately documented and communicated to candidates.

Job advertisements provide clear information on the position, including, as applicable, the category and number of vacancies, scientific or disciplinary area, general and specific admission requirements, required knowledge and competencies, functional profile, working conditions and remuneration, type of employment relationship, workplace, application procedure and required documentation, application deadline, evaluation and selection methods, selection and ranking criteria, composition of the selection committee, equal opportunities and non-discrimination provisions, and other information relevant to the position.

The different stages of the recruitment procedure are appropriately documented and communicated through ESEUL's Recruitment Portal, and notifications are sent by email.

Candidates are informed of the outcome of the selection process and are allowed to exercise the procedural rights provided for by law, including the right to a prior hearing and to challenge decisions through the applicable mechanisms.

Merit-Based

Selection is based on objective, transparent and predefined criteria.

The evaluation process considers the requirements for absolute merit, where applicable, and uses quantitative and/or qualitative assessment methods appropriate to the category and position concerned.

Evaluations of absolute and relative merit are based on the analysis of basic and complementary conditions, aiming to verify whether the candidate's profile meets the requirements. This analysis considers research performance, teaching, supervision and mentoring, knowledge transfer, Open Science practices, societal impact, research and innovation management, teamwork and other activities relevant to ESEUL's mission.

Selection committees are mostly composed of external experts with recognized competencies in the scientific area of the competition, and, whenever possible, gender balance is ensured as provided in internal regulations.

These principles and safeguards are intended to ensure fair, transparent and impartial recruitment and selection processes, strengthen trust in ESEUL's recruitment system, and enhance its capacity to attract and select highly qualified talent while securing the human resources necessary to fulfil its mission.

ESEUL's OTM-R recruitment policy is regularly monitored and evaluated to ensure its continuous improvement.