

Competition for research posts
Examinations for Postdoctoral Researcher

COMPETITION: PI21051

COMPETITION CONDITIONS:

1. Regulations

The competition is subject to the following regulations:

- Organic Law 6/2001, 21 December, regarding Universities, modified by Organic Law 4/2007, 12 April.
- Law 1/2003, 19 February, regarding the universities of Catalonia.
- Decree 202/203, 23 August, of the Catalan Government's Department of Universities, Research and Information Society, which approved the Statute of the URV, modified by Government agreement GOV/23/2012.
- The Regulations governing the contracting of research personnel to provide work or service in the execution of specific technical or research projects approved by the Governing Council on 08 July 2005 and subsequently amended.
- The collective agreement for the teaching and research staff of the Catalan public universities, 10 October 2006 (Official Journal of the Catalan Government, 14/02/2007)

2. Job description

- Department: Department of Electronic, Electric and Automatic Engineering
- Entity/category/scale: Postdoctoral Researcher
- Research project / Work or Service: "CA20126 - Network for research, innovation and product development on porous semiconductors and oxides"
- Project code: CA20126-NETPORE i 2021PFR-URV-B2-146
- Description of the tasks to be executed:
 - The main responsibilities are to provide financial and administrative support to the COST Action Chair, to the Local Organisers and COST Action participants, to ensure the good implementation of the activities and the correct use of funds by verifying and controlling that each single expense is in compliance with the COST financial and administrative rules.
 - This position may also require that the person provides on-site support during Action Meetings and/or Training Schools at the explicit request of the MC Chair.
- Location: Department of Electronic, Electric and Automatic Engineering

3. Characteristics of the contract

- Research staff
- Specific works or service contract linked to the execution of a specific technical or research project.
- Duration of contract: immediate incorporation until the 30/09/2022.
- Full/Part Time: Part Time (18,75 hours/week)
- Salary in accordance with the collective agreement for the teaching and research staff of the Catalan public universities (Official Journal of the Catalan Government, 14/02/2007).
- Financial organization: URV i COST (European Cooperation in Science and Technology). This contract is supported by COST (European Cooperation in Science and Technology), from COST Action reference CA20126-NETPORE. COST (European Cooperation in Science and Technology) is a funding agency for research and innovation networks. Our Actions help connect research initiatives across Europe and enable scientists to grow their ideas by sharing them with their peers. This boosts their research, career and innovation. www.cost.eu

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4. Candidate requirements

a) General requirements

- Be 18 years old or over and will not have reached retirement age.
- Not have any defect or disease that would prevent him/her from carrying out the job normally
- Not have been dismissed from the service of any of the public administrations through disciplinary action, or be unable to carry out public service.
- Not be disqualified from entering the public service through incompatibility, as defined by Law 53/1984, 26 December, regarding staff incompatibilities in the public administrations.

b) Specific requirements:

- Possess a doctoral degree or equivalent

The candidates must satisfy these requirements at the latest by the last day of the period for presenting applications.

c) Merits:

- Proficiency in English
- Excellent organisational skills
- Outstanding inter-personal and communication skills within a multi-national context
- Outstanding in time management including setting priorities
- Able to work autonomously and proactively
- Research experience

5. Application forms

5.1 Any person who wishes to participate in this competition and who meets the requirements to do so must make an application using the template on the website of the URV: [Convocatòries de Personal Investigador Contractat](#).

Applications will preferably be presented online via the electronic registry of the Universitat Rovira i Virgili. To access this, you must click on the <https://seuelectronica.urv.cat/registre.html>, then click on "Accés al registre electrònic" and then click on Instància genèrica.

You can also make an application in one of the following ways:

A) At the General Registry of the URV. Find the location and opening hours at <https://seuelectronica.urv.cat/registre.html>

B) Other channels in accordance with article 16 of Law 39/2015, of 1 October, regarding the common administrative procedure of the public administrations (BOE no. 236, of 02/10/2015).

- 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.

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

Applicants who submit their documentation using any channel in option B must inform the URV's Human Resources Service by sending an email to gestiodepi@urv.cat within the specified application period and attaching their application form duly stamped by the public administration

Deadline for applications: **20/10/2021**

5.2 The application form must be accompanied by:

- Photocopy of the DNI/NIE or Passport
- Photocopy of the candidate's doctoral degree certificate
- Curriculum vitae detailing the candidate's research and professional history, accompanied by the necessary accrediting documentation.
- Receipt for payment of the examination fee

Merits that are not accompanied by accrediting documentation will not be taken into account.

The candidate's working history can be accredited by job contracts, certificates issued by the relevant company, an employment record, etc.

5.3 Fees charged to participate in the examination:

- Candidates must pay an examination fee of €69.25 to the bank account of the Universitat Rovira i Virgili, which is with the BBVA and whose number is ES5701 8260 35 4102 0161 8358, SWIFT: BBVAESMM. On the transfer they must state their full name, tax identification number (NIF) and the code of the position that they are applying for, in accordance with Law 15/1997 and Order GAH/83/2017, of 9 May, which publishes the 2017 fees for procedures administered by the Department of Governance, Public Administrations and Housing.
- Exemptions: Candidates may be exempt from paying the fee if they can provide documentary proof that they are unemployed and receive no financial assistance, that they are retired or that they have a level of disability equal to or greater than 33%.
To prove that they are unemployed and receiving no financial assistance, candidates must include with their applications a certificate from the Oficina de Treball (Office of Work) or the Servicio Público de Empleo Estatal (SPEE – Public State Service for Employment) that confirms that they are currently seeking employment and that they receive no financial assistance; this certificate must have been issued during the application period. They must also include a declaration of responsibility stating that they are unemployed and that they do not receive any income for paid work.
- Candidates who wish to take advantage of the contributions towards fees that are specified in Order GAH/83/2017 must provide proof of their right to do so.
- Failure to pay the fee either fully or in part or failure to demonstrate eligibility for a fee contribution will lead to the candidate being excluded from the selection process.
- Examination fees will be refunded at the request of those candidates who have been permanently eliminated from the selection process and provided that these candidates have not been eliminated as a result of their own actions.
- Under no circumstances will payment of the fee be regarded as a substitute for making the formal application to the University in the period and manner specified in the present conditions.

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6. Admission of candidates

Once the deadline for presenting applications has expired, a provisional list of candidates who have been admitted and excluded will be published on the URV's website: "[Convocatòries de Personal Investigador Contractat](#)".

Within 10 calendar days, applicants can amend their application or, if appropriate, present their arguments to the Vice-Rector for Teaching and Research Staff.

Once the deadline described above has expired, the definitive list of candidates who have been excluded and admitted will be published at the same address as the provisional list.

The Administration of the University can at any time amend, at its own initiative or by request, the material errors that may have been made during the procedure.

7. Commissions

1. Composition.

President: Lluís F. Marsal Garvi
Secretary: Josep Ferre Borrull
Voting Member: Josep Pallares Marzal

Substitute President: Benjamin Iñiguez
Substitute Secretary: Elisabet Xifre Perez
Substitute Voting Member: Pilar Formentin

8. Selection procedure

The selection committee will judge and evaluate the curriculum vitae provided by admitted candidates. The committee members may decide to interview candidates in person to justify which candidate is the most suitable for the post. The committee shall draft a reasoned report on the merits of each candidate and a proposal addressed to the rector.

9. Proposed candidates

Once the candidates have been evaluated, the committee will provide the rector of the University with a list, which will be binding, of all the candidates who have passed the selection process. The candidates will be listed in order of preference. The position may also be declared unfilled.

If the committee's proposal is not unanimous, the dissenting committee member will record his or her own evaluation and order of preference of the candidates he or she has evaluated favourably.

In view of the committee's proposal, the rector will announce the decisions, naming a candidate for each vacancy in the order proposed by the committee until all vacancies have been filled.

10. Contracting

From the day after the publication of the rector's decision, candidates have to present the documents required before the contract can be signed to the Human Resources Service.

Should the candidate renounce the post or not sign the contract, the rector will appoint the next candidate in order of preference from the previously published list of candidates.

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If the candidate is from a non-European Union country, he/she must comply with the necessary legal requirements in order to be contracted and registered with the Social Security System.

Under no circumstances may the candidate start work before he/she is registered with the Social Security System.

11. Duration

These contracts will expire automatically when the specific scientific or technical project to which they are related is completed. Consequently, the duration of each of these working contracts is connected to, but will never exceed, the duration of their corresponding research projects.

12. Complaints procedure

The interested parties can lodge an administrative appeal against this competition and its conditions with the Administrative Court in Tarragona within two months, counting from the day after the competition has been published. Prior to this administrative appeal, an appeal for reversal can also be made to the rector within one month of the day after the competition has been published.

Likewise, the interested parties can lodge an appeal with the rector of the URV against the administrative acts that may result from the actions of the commission. This appeal may be lodged within one month of the notification or publication of these acts. If no response has been given after three months, the appeal may be understood to have been dismissed by the university, which is not required to issue any specific resolution relating to the appeal. In this case, an administrative appeal can be lodged with the Administrative Court in Tarragona within six months from the day that the appeal to the rector is understood to have been dismissed. If a resolution is issued regarding the appeal lodged with the rector, the period for lodging an administrative appeal will be two months from the day that this resolution is issued.

Likewise, the interested parties may lodge any other appeal they deem appropriate for the defence of their interests.



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