

Catarina Brás Pereira

Zita Santos

Joana Fustães

Final Jury Meeting Minute

IMM/CT/8-2023

The preliminary hearing period took place between 20th of February and 3rd of March 2023. During this period, more precisely, on the 22nd of February, the candidate Ana Patrícia dos Santos Marques expressed her disagreement with the evaluation made by the jury. The full content of her email is transcribed below:

Good afternoon,

*I don't want to defiance the final jury decision. However, I don't agree with the justification "motivation letter showed engagement and cv indicates high interest for science, **although was written in portuguese when fluency in english was required**".*

The announcement doesn't say that the application (motivation letter and cv) should be in english. I saw the announcement in portuguese and for that reason I sent the application in portuguese.

If the application should be in english the announcement must say.

Sincerely,

Ana Marques

Following this, on the 5th of March 2023, Dr. Zita Santos, on behalf of the jury, contacted the candidate Ana Patricia Marques and explained to her the reason for the evaluation. At the same time, the jury recognized that, in fact, it was not clearly indicated in the job ad and in order to guarantee the rights of all admitted candidates, the jury corrected the evaluation. As result, the applicant scored the minimum of 65% and was invited for an interview. Below, the full content of the email.

Cara Candidata,

Acusamos e agradecemos o seu email, o qual mereceu a nossa melhor atenção.

Efetivamente, em edital o júri não requereu especificamente que os documentos de candidatura, nomeadamente, CV e/ou carta de motivação fossem submetidos na Língua Inglesa por entender que, uma vez requerido em edital que o/a candidato/a possuísse fluência em Inglês, fosse expectável que, pelo menos um dos documentos estivesse nesse idioma, constituindo também uma forma para o candidato demonstrar, ainda na 1^ª fase, essa competência junto do júri.

Contudo, o júri reconhece que não estando expresso em edital tal requisito (submissão dos documentos em Língua Inglesa), e para salvaguardar os direitos dos candidatos, o júri procedeu à respetiva retificação da avaliação e justificação no critério em apreço. Neste seguimento, e tendo a Ana atingido 65% na 1^ª fase, o júri pretende convidá-la para uma entrevista, a realizar-se em 6 de Março de 2023, às 14 horas, via ZOOM.

Desde já agradecemos a sua compreensão.

Ficamos a aguardar a sua confirmação.

The corrected version of the evaluation table is attached to current Final Jury Meeting minute as Annex I.

The candidate replied on the 6th of March expressing that she considered not to be relevant to make the interview because she does not have experience in some of the criteria indicated in the job advert as opposed to the candidate ranked in 1st place. The full content of the candidate's email is transcribed below:

Boa tarde,

Uma vez que não tenho experiência em técnicas de biologia celular/molecular e mais especificamente no manuseamento/genética de Drosophila ao contrário da candidata que ficou em primeiro lugar não acho pertinente realizar a entrevista proposta para hoje via zoom.

Agradeço o interesse demonstrado pelo meu curriculum e aguardo com expectativa futuros contactos.

Cumprimentos,

Ana Marques

The evaluation table correspondent to Annex II of the preliminary Jury Meeting Minute published on 17th of February 2023 did not have changes and it is attached to current minute as Annex II.

Thus, the candidate ranked at 1st Place Ana Patricia Tomé Francisco is the candidate selected for this position and she will be contacted in order to start the admission procedures.

This final decision is signed by the three members of the jury and also validated by the Heads of the Institution.

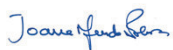
Lisbon, 7th of March 2023



Zita Carvalho Santos



Catarina Pereira



Joana Neves

Validation by the Heads of the Institution

Handwritten signature of Professor Maria M. Mota in black ink.

Professor Maria M. Mota
Executive Director

Handwritten signature of Professor Bruno Silva Santos in black ink.

Professor Bruno Silva Santos
Vice President

Joana Mendes
 Catarina Brás Pereira
 Zita Santos

ANNEX I - Evaluation: Employment Contract - Ref. IMM/CT/08-2023

Name of applicant	Curricular evaluation (50%)			Motivation Letter (25%)			Justification	Total ANNEX I
	Master's degree in biology, chemistry, or another health and science field (20%)	Experience in lab organization, management and/or technical lab support (15%)	Hands-on technical experience in Drosophila husbandry and genetics, cell biology and molecular techniques and data analysis (15%)	Interest and motivation for science (10%)	Interest and motivation for the proposed workplan (10%)	Written communication (5%)		
Ana Isabel Duarte André	20,00	15,00	10,00	10,00	10,00	5,00	Experience in lab management and technical support with expertise in a vast planoply of techniques and protocols, but no expertise in Drosophila husbandry and genetics. Motivation letter showed engagement and CV indicates high interest for science.	70,00
Ana Patrícia dos Santos Marques	20,00	15,00	5,00	10,00	10,00	5,00	Experience in lab management and technical support with expertise in a vast planoply of techniques and protocols, however not within the scope required in the host lab. No expertise in Drosophila husbandry and genetics. Motivation letter showed engagement and CV indicates high interest for science.	65,00
Ana Patrícia Tomé Francisco	20,00	15,00	15,00	10,00	10,00	5,00	Experience in lab management and technical support with expertise in a vast planoply of techniques and protocols, and high expertise in Drosophila husbandry and genetics. Motivation letter showed engagement and CV indicates high interest for science and the proposed position.	75,00
Beatriz Filipe	20,00	5,00	7,50	10,00	5,00	5,00	No experience in lab management and technical support but with some experience in organizational support outside of academia. With little technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written and indicates high interest for science.	52,50
Bernardo Lucas Jesus Raimundo	20,00	0,00	7,50	5,00	5,00	5,00	No experience in lab management and technical support. With some technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written however there is very little mention both to the project the applicant had developed before and to the proposed position.	42,50

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Bruno Martins	20,00	5,00	7,50	10,00	10,00	5,00	Some experience in lab management and technical support. With some technical expertise in molecular biology and data analysis, however not clear which techniques and protocols, and no expertise in Drosophila husbandry and genetics. Motivation letter was well written and indicates high interest for science and the proposed position.	57,50
Carla Cristina Mestre Veríssimo Dias	20,00	0,00	5,00	10,00	5,00	5,00	No experience in lab management and technical support. With some technical expertise although not within the scope of what will be used in the host lab, and no expertise in Drosophila husbandry and genetics. Motivation letter has very little mention to the project the applicant had developed before and since the applicant is currently engaged in a PhD project, it is unclear how she could engage in the proposed position. Letter was well written.	45,00
Constança Costa	20,00	0,00	7,50	5,00	10,00	5,00	No experience in lab management and technical support but with some experience in organizational support outside of academia. With some technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written and indicates interest in the proposed position.	47,50
Diana Figueiredo	20,00	0,00	7,50	5,00	10,00	5,00	No experience in lab management and technical support. With some technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written however there is very little mention to the project the applicant had developed before.	47,50
Inês Baptista	20,00	0,00	10,00	5,00	10,00	5,00	No experience in lab management and technical support. With technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written however there is very little mention to the project the applicant had developed before.	50,00
Inês Sá da Costa Pereira Borges	20,00	10,00	7,50	5,00	5,00	5,00	Some experience in lab management and technical support. With technical expertise in molecular biology and data analysis, and no expertise in Drosophila husbandry and genetics. Motivation letter has very little mention both to the projects the applicant had developed before as well as the proposed position. Letter was well written.	52,50
João Lopes	20,00	7,50	5,00	10,00	5,00	5,00	Some experience in lab management and technical support. With some technical expertise in molecular biology lab although not fully clear which protocols and techniques, and no expertise in Drosophila husbandry and genetics. Motivation letter was well written but very little mention to the proposed position.	52,50

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Mafalda Gomes	20,00	7,50	7,50	5,00	2,50	4,00	Some experience in lab management and technical support. With some technical expertise in molecular biology lab, and no expertise in Drosophila husbandry and genetics. Motivation letter has very little mention to the projects the applicant had developed before. Letter reads as a standard letter not tailored to the institute or position.	46,50
Margarida Braga	20,00	7,50	10,00	5,00	5,00	5,00	Some experience in lab management and technical support. With technical expertise in molecular biology and data analysis, and no expertise in Drosophila husbandry and genetics. Motivation letter has very little mention both to the project the applicant had developed before as well as the proposed position. Letter was well written.	52,50
Margarida Pedro	20,00	0,00	10,00	10,00	10,00	5,00	No experience in lab management and technical support. With technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written and indicates interest for science and the proposed position.	55,00
Megan Braga	20,00	0,00	10,00	5,00	5,00	5,00	No experience in lab management and technical support. With technical expertise in molecular biology and data analysis. The applicant refers she has expertise in Drosophila husbandry and genetics, however it is not clear from her CV where she acquired that expertise. Motivation letter has very little mention both to the project the applicant had developed before as well as the proposed position. Letter was well written.	45,00
Sara Trindade Correia	20,00	15,00	10,00	5,00	5,00	5,00	Experience in lab management and technical support. With technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written however with very little mention both to the projects the applicant had developed before as well as the proposed position.	60,00
Vasco de Almeida Lucas	20,00	5,00	7,50	10,00	5,00	5,00	Experience in lab management and technical support. With technical expertise in molecular biology and data analysis and no expertise in Drosophila husbandry and genetics. Motivation letter was well written however has very little mention to the proposed position.	52,50

Joana Fernandes Catarina Brás Pereira Zita Santos

ANNEX II - Evaluation: Employment Contract - Ref. IMM/CT/08-2023

Name of applicant	Classification ANNEX I	Interview (25%)			Justification	Total ANNEX II	Total ANNEX I + ANNEX II
		Adequacy of the profile towards the activity to be performed (10%)	Spoken English (5%)	Interpersonal skills relevant for this position (10%)			
Ana Isabel Duarte André	70,00	8,00	5,00	10,00	Some interest in the research developed in the host lab. With a vast knowledge on many techniques which will be used in the host lab. Quiet and friendly personality with good track record of working in teams and with very good spoken English.	23,00	93,00
Ana Patrícia Tomé Francisco	75,00	10,00	5,00	10,00	High interest in the research developed in the host lab. With a vast knowledge on most main techniques which will be used in the lab. Enthusiastic and friendly personality with good track record of working in teams and with very good spoken English.	25,00	100,00