



Jury Meeting Minute
Lab Technician
Reference IMM/CT/10-2023

The IMM – Instituto de Medicina Molecular João Lobo Antunes opened a call to hire a Lab Technician under an **Unfixed-term contract** within the project *“Systemic Endotoxemia as the driver of chronic inflammation - Biomarkers and novel therapeutic targets for Arthritis”* with the funding support from European Commission.

The job advert was published in EURAXESS Portal on 8th of February 2023, and also disseminated in IMM website.

The call was opened from 8th of February 2023 to 21st of February 2023, having applied the following candidates:

- Adriana Vieira
- Ana Patrícia dos Santos Marques
- Beatriz Cruz
- Bruno Martins
- Denise Gradella Villalva
- Diana Figueiredo
- Fábio Rodrigues
- Inês Sá da Costa Pereira Borges
- Joana Pinto
- Marta Montesinos Serrano
- Miguel Castro
- Pedro Miguel Esteves Rosa Pessoa Lopes

The applicants Denise Gradella Villalva and Marta Montesinos Serrano were excluded since they did not send all the required documents as indicated in the job ad. The candidate Inês Sá da Costa Pereira Borges withdrew her application for the job.

On the 1st of March of 2023, the jury composed by Professors Patrícia Costa Reis, Elsa Sousa and João Eurico Fonseca (all PhD's) met to analyze the application documents (- Motivation letter; - Detailed CV; - Master certificate; - Two recommendation letters).

The admitted applications were analyzed according to the following selection method, which was also indicated in the job advert:

- **Curriculum Analysis (30%) based on the following criteria:**
 - a) Education relevant to the goals of the project (10%)
 - b) Experience in conducting autonomous lab work for more than 2 years, including participation in translational studies and receiving and processing human samples (10%)
 - c) Lab manager competences in a translational lab (10%)
- **Motivation Letter (20%) based on the following criteria:**
 - a) Interest demonstrated by the candidate and relevance of the candidate's profile to the position (15%);

b) Writing skills (5%).

The analysis and discrimination of the admitted candidate's classification in the First Phase are presented in the table of Annex I.

All admitted applicants were selected for interview, which took place on 09.03.2023, 16.03.2023 and 30.03.2023.

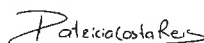
• **INTERVIEW (50%)**

For the interview were considered the below requirements:

- Communication and social skills (20%)
- Spoken English (10%)
- Grasp of the project, commitment and independent thinking (20%)

The analysis and discrimination of each candidate classification in the Second Phase and the total classification in both phases are presented in the table of Annex II attached to this minute.

Lisbon, 23rd of May of 2023



Patrícia Costa Reis

Assinado com Assinatura Digital Qualificada por:
JOÃO EURICO CORTÉS CABRAL DA FONSECA
DIRETOR
FACULDADE DE MEDICINA DA UNIVERSIDADE
DE LISBOA
Conforme o artigo 24.º dos Estatutos da Faculdade
de Medicina e a alínea c) do n.º 1 do artigo 26.º
dos Estatutos da Universidade de Lisboa.
Data: 24-05-2023 18:36:30



Elsa Sousa

João Eurico Fonseca

Validation by the Heads of the Institution



Maria Mota
Executive Director of IMM



Maria Carmo-Fonseca
President of IMM

ANNEX I - Evaluation: Employment Contract - Ref. IMM/CT/10-2023

Applicants	Curriculum Analysis (30%)										Motivation Letter (20%)					Total ANNEX I			
	Education relevant to the goals of the project (10%)					Experience in conducting autonomous lab work for more than 2 years, including participation in translational studies and receiving and processing human samples (10%)					Interest demonstrated by the candidate and relevance of the candidate's profile to the position (15%)						Writing skills (5%)		
Name of Jury	Very Good Criteria (%)	Good Criteria (%)	Average	Very Bad Criteria (%)	Very Good Criteria (%)	Good Criteria (%)	Average	Very Bad Criteria (%)	Very Good Criteria (%)	Good Criteria (%)	Average	Very Bad Criteria (%)	Very Good Criteria (%)	Good Criteria (%)	Average	Very Bad Criteria (%)	Very Good Criteria (%)	Good Criteria (%)	Average
Adriana Vieira	7%	7%	7%	7%	8%	9%	8,67%	10%	7%	9%	8,67%	14%	10,50%	13%	12,50%	5%	2,50%	4%	3,83%
Ana Marques	7%	6%	6,33%	7%	4%	5%	4,00%	7%	4%	5%	5,33%	9%	4,50%	8%	7,17%	4%	3%	4%	3,67%
Beatriz Cruz	6%	5%	5,67%	4%	4%	5%	4,67%	5%	5%	5%	5%	5%	5%	5%	4,83%	4%	3%	4%	3,50%
Bruno Martins	7%	6%	6,33%	7%	5%	6%	6%	9%	7%	8%	8%	14%	6%	10%	10%	4,50%	3%	4%	3,83%

PCes

Diana Figueiredo	7% Master in Molecular Biomedicine (Universidade de Aveiro)	8% MSc in Molecular Genetics and Biomedicine	6.33% Education relevant to the goals of the project	7% Experience receiving and processing human samples; experience with cell culture, DNA/RNA extraction, PCR, ELISA and flow cytometry;	7% Experience in receiving and processing human samples	7% Participation in transitional studies and receiving and processing human samples	7% Justification	5% No previous experience as a lab manager, but broad experience selecting reagents and kits to order	5% No previous experience as a lab manager, but experience selecting reagents and equipment	5% No previous experience as a lab manager	5% Justification	73% The candidate was highly motivated and the educational background fits the position; the candidate doesn't have experience as a lab manager or a long experience in autonomous bench work	9% The profile is pertinent to the position, but the candidate doesn't have experience as a lab manager	11% Justification	4% Very good writing skills	4% Very good writing skills	4% Very good writing skills	33.33%
Fábio Rodrigues	7% Master of Science in Molecular Genetics and Biomedicine NOVA School of Science and Technology; Post-Graduation in Laboratory Medicine Universidade Católica	8% Education relevant to the goals of the project	6.00% Justification	7% Experience processing biological samples (blood, urine, stool, sputate and nasal secretions); experience in molecular biology techniques	5% Experience in receiving and processing human samples, without a long experience in conducting autonomous scientific bench work	6% Participation in transitional studies and receiving and processing human samples	8% Justification	5% No previous experience as a lab manager, but experience organizing equipment, check and maintenance	5% No previous experience as a lab manager	5% No previous experience as a lab manager	5% Justification	8% The candidate demonstrated interest in the position; The candidate doesn't have experience as a lab manager or long experience in bench work	8% The profile is pertinent to the position, but the candidate doesn't have experience as a lab manager or long autonomous lab experience	8% The candidate's profile is adequate for the position, but a longer lab experience and lab manager skills would be important	8% Justification	2.50% Satisfactory writing skills	3% Good writing skills	27.89%
Joana Pinto	7% MSc in Biomedical Sciences FCS/ICS-UBI	6% Education relevant to the goals of the project	6.00% Justification	5% No experience in conducting autonomous lab work in a lab after the master; no experience receiving and processing human samples of blood, urine and feces; experience with cell culture, immunocytochemistry, Western blot, DNA/RNA extraction and PCR.	4% Low experience in conducting autonomous lab work and receiving and processing human samples	5% Low experience at autonomous lab researcher	4.67% Justification	4% No previous experience as a lab manager in a transitional lab, but currently works as a sales and application technician in the Life Sciences field	6% No lab manager competences in a transitional lab, but specialized training in scientific equipment and consumables	5% No previous experience as a lab manager, but training in molecular biology equipment and consumables	5% Justification	8% The candidate demonstrated interest in the position; The candidate's profile is not directly related to the position	10% The profile is pertinent to the position, but the candidate doesn't have experience as a lab manager or an autonomous researcher	9% The candidate's profile is adequate for the position, but a longer lab experience and lab manager skills would be important	9% Justification	2% Satisfactory writing skills	3% Good writing skills	27.29%

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Miguel Castro	Master's Graduate in Human Biology and Environment FDU; Master thesis directly related to the field of the project	7% Education relevant to the goals of the project	7% Education relevant to the goals of the project	7.533% Justification	8% Experience in receiving and processing human samples, including blood, urine and feces; experience in mass spectrometry and ELISAs; experience performing the lactulose/mannitol test	5% Experience in receiving and processing human samples, without a long experience in conducting the autonomous scientific bench work	7% Participation in translational studies and receiving and processing human samples	6.67% Justification	4% No previous experience as a lab manager, but broad experience selecting reagents and kits to order, and asking companies for budgets	3% No previous experience as a lab manager	4% No previous experience as a lab manager	3.67% Justification	13% The candidate demonstrated interest in the position; The candidate has done similar tasks before with success; The candidate doesn't have experience as a lab manager	8% The profile is pertinent to the position, but the candidate doesn't have a long autonomous lab experience	11% The candidate's profile is adequate for the position, but a longer lab experience and lab manager skills would be important	10.67% Justification	5% Excellent writing skills	3% Good writing skills	4% Very good writing skills	32.33%
Pedro Lopes	Master of Science in the London School of Hygiene and Tropical Medicine	8% Education highly relevant to the goals of the project	8% Master of Science in a prestigious institution	8.67% Justification	7% Experience processing human samples; experience in molecular biology techniques (DNA/RNA extraction; PCR; ELISA)	7% Experience in conducting autonomous lab work for more than 2 years, including participation in translational studies and receiving and processing human samples	7% Participation in translational studies and receiving and processing human samples	7% Justification	5% No previous experience as a lab manager, but experience selecting supplies and lab maintenance	6% No previous experience as a lab manager, but some experience in lab maintenance	5% No previous experience as a lab manager, but experience in choosing material and keeping the lab organized	5.33% Justification	14% The candidate demonstrated interest in the position; The candidate has experience in translational projects and autonomous bench work; The candidate doesn't have experience as a lab manager	10% The profile is pertinent to the position, but the candidate doesn't have a lab manager experience as a lab manager	11% The candidate's profile is adequate for the position, but lab manager skills would be important	11.67% Justification	3% Good writing skills	3% Satisfactory writing skills	3% Good writing skills	35.33%

PCreis



ANNEX II - Evaluation: Employment Contract - Ref. IMM/CT/10-2023

Applicants	Interview (50%)														Total ANNEX I + II	
	Communication and social skills (20%)					Spoken English (10%)					Grasp of the project, commitment and independent thinking (20%)					Total ANNEX II
	Patrícia Costa Reis	Elisa Sousa	João Eurico Fonseca	Average	Patrícia Costa Reis	Elisa Sousa	João Eurico Fonseca	Average	Patrícia Costa Reis	Elisa Sousa	João Eurico Fonseca	Average				
Adriana Vieira	19%	14%	18%	17%	9%	9%	9%	9%	18%	15%	18%	17%	43.00%	84.67%		
	Excellent communication skills.	Good communication skills.	Very good communication skills.	Justification	Very good spoken English.	Very good spoken English.	Very good spoken English.	Justification	Very good understanding of the project and critical thinking.	Good understanding of the project and critical thinking.	Very good understanding of the project and general level of discussion.	Justification				
Ana Marques	13%	8%	12%	11%	6%	4%	5%	5%	12%	6%	12%	10%	26%	52.83%		
	Good communication skills.	Acceptable communication skill.	Satisfactory communication skills.	Justification	Good spoken English.	Satisfactory spoken English.	Satisfactory spoken English.	Justification	Satisfactory understanding of the project and general level of discussion.	Difficulties having a grasp of the project.	Good understanding of the project but relatively poor general level of discussion.	Justification				
Beatriz Cruz	16%	10%	18%	14.67%	10%	9%	10%	9.67%	10%	3%	12%	8.33%	32.67%	56.33%		
	Very good communication skills.	Satisfactory communication skills.	Very good communication skills.	Justification	Excellent spoken English.	Very good spoken English.	Excellent spoken english.	Justification	Satisfactory understanding of the project and general level of discussion.	Poor independent thinking.	Satisfactory understanding of the project and general level of discussion.	Justification				

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Bruno Martins	16%	Satisfactory communication skills.	12%	Satisfactory communication skills.	10%	Satisfactory communication skills.	12,67%	8%	Very good spoken English.	7%	Good spoken English.	6%	Good spoken english.	7%	Justification	15%	Good understanding of the project and level of discussion.	10%	Satisfactory understanding of the project and level of discussion.	12%	Satisfactory understanding of the project and general level of discussion.	12,33%	Justification	32%		66,17%
	18%	Very good communication skills.	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	14%	8%	Very good spoken English.	8%	Good spoken English.	6%	Good spoken english.	7,33%	Justification	14%	Good understanding of the project and level of discussion.	12%	Satisfactory understanding of the project and level of discussion.	12%	Satisfactory understanding of the project and general level of discussion.	12,67%	Justification	34%		67,33%
Diana Figueiredo	11%	Satisfactory communication skills.	11%	Satisfactory communication skills.	12%	Satisfactory communication skills.	11,33%	5%	Very good spoken English.	6%	Very good spoken english.	4%	Good spoken english.	5%	Justification	12%	Satisfactory understanding of the project and general level of discussion.	14%	Good understanding of the project and level of discussion.	12%	Satisfactory understanding of the project and general level of discussion.	12,67%	Justification	29%		56,83%
	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	6%	Good spoken English.	5%	Good spoken English.	6%	Satisfactory spoken English.	5,67%	Justification	11%	Satisfactory understanding of the project and general level of discussion.	12%	Good understanding of the project and level of discussion.	11%	Satisfactory understanding of the project and general level of discussion.	11,33%	Justification	29%		56,33%
Fábio Rodrigues	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	6%	Good spoken English.	5%	Satisfactory spoken english.	6%	Good spoken english.	5,67%	Justification	11%	Satisfactory understanding of the project and general level of discussion.	12%	Satisfactory understanding of the project and level of discussion.	11%	Satisfactory understanding of the project and general level of discussion.	11,33%	Justification	29%		56,33%
	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	6%	Good spoken English.	5%	Satisfactory spoken english.	6%	Good spoken english.	5,67%	Justification	11%	Satisfactory understanding of the project and general level of discussion.	12%	Satisfactory understanding of the project and level of discussion.	11%	Satisfactory understanding of the project and general level of discussion.	11,33%	Justification	29%		56,33%
Joana Pinto	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	6%	Good spoken English.	5%	Satisfactory spoken english.	6%	Good spoken english.	5,67%	Justification	11%	Satisfactory understanding of the project and general level of discussion.	12%	Satisfactory understanding of the project and level of discussion.	11%	Satisfactory understanding of the project and general level of discussion.	11,33%	Justification	29%		56,33%
	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	Satisfactory communication skills.	12%	6%	Good spoken English.	5%	Satisfactory spoken english.	6%	Good spoken english.	5,67%	Justification	11%	Satisfactory understanding of the project and general level of discussion.	12%	Satisfactory understanding of the project and level of discussion.	11%	Satisfactory understanding of the project and general level of discussion.	11,33%	Justification	29%		56,33%

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Miguel Castro	18%	Very good communication skills.	13%	Good communication skills.	18%	Very good communication skills.	16,33%	8%	Very good spoken English.	7%	Good spoken english.	6%	Good spoken english.	7%	Justification	10%	Satisfactory understanding of the project and general level of discussion.	17%	Very good understanding of the project and very good general level of discussion.	18%	very good understanding of the project and very good general level of discussion.	15%	Justification	38,33%		70,67%
	12%	Satisfactory communication skills.	14%	Good communication skills.	10%	Satisfactory communication skills.	12%	Very good spoken English.	7%	Good spoken english.	6%	Good spoken english.	7%	Justification	13%	Good understanding of the project and level of discussion.	12%	Satisfactory understanding of the project and general level of discussion.	14%	Good understanding of the project and good general level of discussion.	12%	Satisfactory understanding of the project and general level of discussion.	13%	Justification	32%	
Pedro Lopes																										

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