

Maria Manuel M. b. l.

Mário Miguel Rosa

Jury Meeting Minute
Ethics Officer Position
Reference IMM/CT/100-2023

Instituto de Medicina Molecular opened a call to hire an Ethics Officer under the Associate Laboratory statute within funding reference **LA/P/0082/2020** supported by National Funds (FCT – OE).

The job advert was published in EURAXESS Portal on 27th of November 2023, and also disseminated in IMM website.

The call was opened for 18 working days starting on 1st of December and ending on 31st of December 2023, and the following candidates applied:

- André Barros

On the 12 of January of 2024, the jury composed of Maria Manuel Mota, João Forjaz de Lacerda and Mário Miguel Rosa (all PhD's) met to analyze the application documents indicated in the job ad (Motivation Letter in English, Detailed CV, Master's certificate and contacts of 2 references).

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

- 1st Phase: Curriculum evaluation (60%) and Motivation letter (20%);
- 2nd Phase: Interview (20%). The jury selected for an interview the 5 (five) candidates who obtained in the first phase the highest ranking, with a minimum of 40%.

CURRICULUM EVALUATION (60%)

The analysis of the CV took in consideration the following criteria:

- 1) Relevant experience (40%);
- 2) Evidence of the knowledge and professional skills described within the candidate profile (20%);

MOTIVATION LETTER (20%)

The analysis of the Motivation Letter took in consideration the following criteria:

- 1) Specific motivation for this role (15%)
- 2) Written domain of the English language (5%);

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

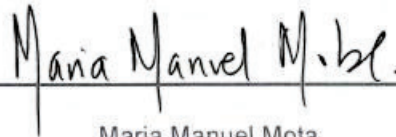
Following this, only the applicant(s) identified below scored at least 40% and was invited for an Interview.

- André Barros

Despite reaching out by both email and phone/SMS (on 17, 23 and 30 January) to try to schedule the interview (proposed to take place on or after 14 February 2024) the candidate initially did not

respond and only on 30 January replied to withdraw from the process. Therefore, the jury determined that the process should be closed with no successful candidate identified in this instance.

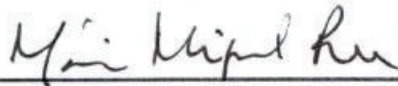
Lisbon, 10th March of 2024



Maria Manuel Mota

Assinado por: **JOÃO MASCARENHAS FORJAZ DE LACERDA**
Num. de Identificação: 06566690
Data: 2024.03.10 10:55:58 +0000

João Forjaz de Lacerda



Mário Miguel Rosa

Assinado por: JOÃO MASCARENHAS FORJAZ DE
LACERDA
Num. de identificação: 065566690
Data: 2024.03.10 10:55:58 +0000

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ANNEX I - Evaluation: Employment Contract - Ref. IMM/CT/100-2023

Name of applicant	Curricular evaluation (60%)		Motivation Letter (20%)		Justification	Total ANNEX I
	Relevant experience (40%)	Evidence of the knowledge and professional skills described within the candidate profile (20%)	Specific motivation for this role (15%)	Written domain of the English language (5%)		
André Barros	15,00	10,00	10,00	5,00	Evaluation criteria scored: Relevant experience, Knowledge and professional skills described within candidate profile, Specific motivation for this role, Written domain of the English lanaguage, with the described weightings. Overall, the candidate scored the minimum threshold score of 40. Therefore the candidate passes to the second stage (interview).	40,00