 Jury Meeting Minute  
Flow Cytometry Technician  
Reference IMM/CT/28-2024

Instituto de Medicina Molecular João Lobo Antunes (IMM) opened a call to hire a Flow Cytometry Technician to join the Flow Cytometry Unit coordinated by Mariana Fernandes within the project LA/P/00822/2020 through national funds (FCT-OE).

The job advert was published in EURAXESS Portugal on 5th of March of 2024 and also disseminated in IMM website and social networks.

The call was opened from 6th to 22nd of March 2024, having applied the following candidates:

- Aberham Abere Alemayehu  
- Alexandra Rusu 
- Ana Patrícia Ribeiro Negrinho  
- Bruno Monteiro  
- Cristiana Tomaz  
- Inês Chaves Santos  
- Isa Fernandes Mota  
- João Carlos Ferreira  
- João Nabo  
- Marco Neves
- Maria Catarina Neves  
- Maria Rita Silvestre Baleia  
- Marta Moura  
- Mónica Neto  
- Nur Muhammad Shahedul  
- Patrícia Silva  
- Ricardo Carregosa  
- Ricardo Garcia  
- Saifullah Khan

The applicants Ana Patrícia Ribeiro Negrinho, Marta Moura, Mónica Neto, Ricardo Carregosa and Ricardo Garcia were excluded because they did not submit all the required documents in the job ad and they were informed about that.

On the 12th of April of 2024, the jury composed by Mariana Fernandes, Marc Veldhoen and José Rino met to analyze the application documents (Motivation Letter, Detailed CV (2 pages max.), MSc degree certificate and contacts of 2 references).

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

- 1st Phase: Curricular evaluation (30%) and Motivation Letter (20%);
- 2nd Phase: Interview (50%). Only candidates who score at least 30% in phase 1 will be selected for interview.

Curricular evaluation (30%)
The curricular evaluation was based in the following criteria:

a) MSc degree in Immunology, Biology, Chemistry or related field (5%);
b) Previous experience in Flow Cytometry (10%);
c) Previous experience in cell separation by flow cytometry (Cell Sorting) (5%);
d) Knowledge of the common flow cytometry softwares (FACSDiva, SpectroFlo, INSPIRE, FlowJo, FCS Express, IDEAS) (5%);
e) Previous research lab experience (5%);

**Motivation Letter (20%)**
In the motivation letter, the jury evaluated the following criteria:
a) The motivation and interest to perform the activities described in the work plan (10%);
b) Written communication and mastery of the English language (10%).

The analysis and discrimination of the admitted candidates’ classification in the First Phase of current process are presented in the table of Annex I attached to this minute.

**Interview (50%)**
Following this, 6 (six) applicants scored at least 30% in the First phase and they were invited for an interview. The applicants are identified below. The interviews took place on 29th of April of 2024.
✓ Bruno Monteiro
✓ Cristiana Tomaz
✓ João Carlos Ferreira
✓ Marco Neves
✓ Maria Catarina Neves
✓ Patrícia Silva

Based in the interview, the jury evaluated the following criteria:
✓ Motivation and interest for the activities to be performed (20%);
✓ Adequacy for the activities to be performed (20%);
✓ Communication and Interpersonal Skills (5%);
✓ Communication in English (5%).

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

At this stage, the candidate with the highest score will be the one selected for the position.

**Lisbon, 21st of May of 2024**

Mariana Fernandes

Marc Veldhoen

José Rino
Validation by the Heads of the Institution

Professor M. Carmo-Fonseca
President of IMM

Professor Maria M. Mota
Executive Diretor
<table>
<thead>
<tr>
<th>Applicants</th>
<th>Curricular Evaluation (20%)</th>
<th>Motivation letter (20%)</th>
<th>Written communication and mastery of the English language (10%)</th>
<th>Total ANNEX I</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abderham Abere Aminayahu</td>
<td>5.00 2.00 0.00 0.00 2.00 1.00 1.00 11.00</td>
<td></td>
<td></td>
<td>11.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, but no previous experience in Cell Sorting or knowledge of the common flow cytometry software and has little experience in a research lab. The motivation letter does not show enough motivation and interest to perform the activities described in the work plan, but it does show good written communication and mastery of the English language.</td>
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<tr>
<td>Alexandra Russo</td>
<td>5.00 0.00 0.00 0.00 5.00 5.00 7.00 20.00</td>
<td></td>
<td></td>
<td>20.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, Cell Sorting or knowledge of the common flow cytometry software, but has relevant experience in a research lab. The motivation letter shows high motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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<tr>
<td>Bruno Monteiro</td>
<td>5.00 0.00 0.00 0.00 5.00 10.00 10.00 30.00</td>
<td></td>
<td></td>
<td>30.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, Cell Sorting or knowledge of the common flow cytometry software and has little experience in a research lab. The motivation letter does not show motivation and interest to perform the activities described in the work plan, but it does show good written communication and mastery of the English language.</td>
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<tr>
<td>Cristiana Tomaz</td>
<td>5.00 5.00 0.00 2.00 4.00 5.00 10.00 31.00</td>
<td></td>
<td></td>
<td>31.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, but no previous experience in Cell Sorting. The candidate has some knowledge of the common flow cytometry software and has little experience in a research lab. The motivation letter does not show motivation and interest to perform the activities described in the work plan and shows good written communication and mastery of the English language.</td>
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<tr>
<td>Inês Chaves Santos</td>
<td>5.00 4.00 0.00 2.00 2.00 1.00 2.00 17.00</td>
<td></td>
<td></td>
<td>17.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, but no experience in Cell Sorting. The candidate has some knowledge of the common flow cytometry software and has little experience in a research lab. The motivation letter does not show motivation and interest to perform the activities described in the work plan and shows good written communication and mastery of the English language.</td>
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<tr>
<td>Isa Fernandes Mota</td>
<td>5.00 1.00 0.00 0.00 4.00 3.00 10.00 23.00</td>
<td></td>
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<td>23.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, but no experience in Cell Sorting. The candidate has some knowledge of the common flow cytometry software and relevant experience in a research lab. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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<tr>
<td>João Carlos Ferreira</td>
<td>5.00 8.00 2.00 5.00 5.00 10.00 10.00 45.00</td>
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<td>45.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has relevant experience in Flow Cytometry, some experience in Cell Sorting and knowledge of the common flow cytometry software and relevant experience in a research lab. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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<td>João Nabe</td>
<td>5.00 3.00 0.00 1.00 3.00 2.00 17.00</td>
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<td>17.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry and knowledge of the common flow cytometry software; has some experience in Cell Sorting. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows good written communication and mastery of the English language.</td>
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<td>Marco Neves</td>
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<td>30.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry; has some experience in Cell Sorting. The motivation letter shows high motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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<td>Maria Catarina Neves</td>
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<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry and knowledge of the common flow cytometry software. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows good written communication and mastery of the English language.</td>
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<td>Mariana Rita Silvestre Baleia</td>
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<td></td>
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<td>3.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, but no previous experience in Cell Sorting. The candidate has very limited knowledge of the common flow cytometry software and has little experience in a research lab. The motivation letter does not show motivation and interest to perform the activities described in the work plan and shows poor written communication and mastery of the English language.</td>
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<td>Nur Muhammad Shabedul</td>
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<td></td>
<td>28.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry and knowledge of the common flow cytometry software; has some experience in a research lab. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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<td>Patrícia Silva</td>
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<td></td>
<td></td>
<td>45.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry; has some experience in Cell Sorting. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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<td>Saiful Khan</td>
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<td>16.00</td>
<td>The candidate has a MSc in Immunology, Biology, Chemistry or related field; has previous experience in Flow Cytometry, but no previous experience in Cell Sorting. The candidate has very limited knowledge of the common flow cytometry software and has little experience in a research lab. The motivation letter shows motivation and interest to perform the activities described in the work plan and shows excellent written communication and mastery of the English language.</td>
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## Annex II - Employment Contract - Ref. IMM/CT/28-2024

<table>
<thead>
<tr>
<th>Applicants</th>
<th>Total ANNEX I</th>
<th>Interview (50%)</th>
<th>Total ANNEX II</th>
<th>Justification</th>
<th>Total ANNEX II</th>
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<td>Marco Neves</td>
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<td>8,00</td>
<td>4,00</td>
<td>27,00</td>
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</table>

Motivation and interest for the activities to be performed (20%)

Adequacy for the activities to be performed (20%)

Communication and Interpersonal Skills (5%)

Communication in English (5%)

**Justification**

- The candidate clearly demonstrated motivation and interest for the activities to be performed. The skillset of the candidate is adequate to perform the activities in the work plan. The candidate showed excellent interpersonal skills and very good command of spoken English.

- The candidate demonstrated no motivation and interest for the activities to be performed. The skillset of the candidate is not adequate to perform the activities in the work plan. The candidate showed good interpersonal skills and some difficulties in communication in English.

- The candidate demonstrated some motivation and interest for the activities to be performed. The skillset of the candidate is not adequate to perform the activities in the work plan. The candidate showed good interpersonal skills and very good command of spoken English.

- The candidate clearly demonstrated motivation and interest for the activities to be performed. The skillset of the candidate is adequate to perform the activities in the work plan. The candidate showed excellent interpersonal skills and very good command of spoken English.

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