



SPECIFIC CONDITIONS OF RESOLUTION 335/2016 OF 26 FEBRUARY

COMPETITIONS FOR HIRING CONTRACTED TEACHING STAFF IN THE SERRA HÚNTER PROGRAMME

1. General regulations

1.1. This competition is the second stage of the process of recruiting contracted teaching and research staff within the Serra Húnter Programme, in accordance with the Government of Catalonia's agreement of 3 July 2012 and the collaboration agreement of 5 October 2012 between the Ministry of Economy and Knowledge and Catalan public universities.

1.2. This competition is governed by Organic Law 6/2001, of 21 December; Organic Law on Universities 4/2007, of 12 April, which amends Organic Law on Universities 6/2001; Law 1/2003, of 19 February, on Universities in Catalonia; the Statutes of the Universitat Politècnica de Catalunya; any other applicable laws; and the collaboration agreement of 14 December 2012 between the Secretariat for Universities and Research of the Ministry of Economy and Knowledge and Catalan public universities concerning the coordination of advertising and selection for hiring teaching staff under the Serra Húnter Programme.

1.3. Selected candidates will sign an employment contract with the University.

1.4. The contracts are listed in the resolution.

2. Requirements

To enter the competition, candidates must meet the requirements outlined below on the date of publication of this call.

2.1. General requirements

a. To be free from illness and any physical or mental disability that might prevent the candidate from being able to carry out the teaching functions.

b. To not have been barred from public service as a result of disciplinary action or disqualified from carrying out public functions in a firm ruling.

c. To not be subject to restrictions because of incompatibility, in accordance with Law 53/1984, of 26 December, on incompatibilities for staff working for public administrations.

2.2. Specific requirements

a. To be in possession of a doctoral degree.

If the candidate's degree was not awarded by a Spanish university and is not recognised in Spain, it must have been homologated to an official Spanish degree before the signing of the contract.

For contracted full professorships:

b. To be able to prove at least **three** years of teaching and research experience and preferably of postdoctoral research.



c. To be able to prove two years of predoctoral or postdoctoral teaching or research experience or technology or knowledge transfer experience, which has not been gained at the university that is organising the call. This requirement is considered to have been met if the doctoral degree has been taken entirely at another university and that university has issued the degree. (Agreement of the Board of the Interuniversity Council of Catalonia of 30 January 2014, on the criteria for applying the requirement that candidates must not be employed by the institution that organises the calls for permanent contracted staff—associate professors and full professors—and assistant professors, amended in the Agreement of the Board of the Interuniversity Council of Catalonia of 1 October 2015).

d. To be in possession of an advanced research certificate issued by the Catalan University Quality Assurance Agency (AQU Catalunya) or the National Agency for Quality Assessment and Accreditation of Spain (ANECA). This requirement is covered if the candidate has qualified for university professor status according to the resolution of 18 February 2005 of the Directorate General for Universities.

For assistant professorships:

e. To be in possession of a favourable report issued by AQU Catalunya or the ANECA.

2.3. Candidates must have a level of Catalan language proficiency that allows them to participate appropriately and correctly in the communication situations related to the performance of academic tasks, in such a way that the language rights of students are fully respected, as foreseen in Decree 128/2010, of 14 September, on the accreditation of language proficiency for teaching staff at universities in the Catalan university system. When candidates sign the contract, they may choose to provide proof of this proficiency or pledge to submit it within two years.

3. Applications

3.1. The application for participating in the call must be filled in, signed, registered and addressed to the rector of the Universitat Politècnica de Catalunya. The application form is available on the UPC web page <https://www.upc.edu/sdp>, in the section "Concursos PDI", "Convocatòria de concursos", "Concursos Serra Hünter" > "Resolució 335/2016".

3.2. Application forms may be submitted to the University's General Registry (Vèrtex Building, Plaça Eusebi Güell 6, 08034 Barcelona); to the UPC's public registries, the locations of which are provided at <http://www.upc.edu/registrespublics/>; online at the UPC's online register <https://seuelectronica.upc.edu/tramits-i-serveis/registre/eRegistre>; or in the manner provided for in Article 38 of Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedures, in the version specified in Law 4/1999, of 13 January.

3.3. The registration fees are **52.35 euros** for the contracted full professorship competition and **38.93 euros** for the assistant professorship competition, in accordance with the provisions of Agreement no. 111/2015, which approves the UPC's 2016 budget, its rules and the 2016 list of prices. Payment must be made to CaixaBank, IBAN ES96 2100 3648 9925 0000 1536 ("UPC Concursos i Oposicions"), stating the full name and the competition reference number.



If this fee is not paid before the deadline for applications, no action may be taken to rectify this situation and the candidate will be excluded from the competition. In no case shall payment of the fee exempt candidates from the requirement to submit their applications within the prescribed time limit and in the manner established.

3.4. The application form must be submitted within **30 calendar days** from the day following the publication of the call in the Official Gazette of the Catalan Government. The following documents must be attached to it:

- a. A photocopy of the candidate's Spanish national identity document, passport or ID card.
- b. The original proof of payment of the registration fee.

Candidates must send the following documents in PDF to the e-mail address sdp.concursos@upc.edu, before the deadline given in Condition 3.4:

A. Candidates applying for contracted full professorships

- a. Doctoral degree certificate or provisional doctoral degree certificate.
- b. Advanced research certificate issued by AQU Catalunya, in accordance with Article 47 of Law 1/2003, of 19 February, on Universities in Catalonia (LUC), or equivalent.
- c. Proof of two years of predoctoral or postdoctoral teaching or research experience or technology or knowledge transfer experience, which has not been gained at the university that is organising the call. This requirement is considered to have been met if the doctoral degree has been taken entirely at another university and that university has issued the degree.

B. Candidates applying for assistant professorships

- a. Doctoral degree certificate or provisional doctoral degree certificate.
- b. Favourable report issued by AQU Catalunya, in accordance with Article 49 of Law 1/2003, of 19 February, on Universities in Catalonia (LUC), or equivalent.
- c. If applicable, proof of international postdoctoral experience or stays at prestigious universities or research centres in Spain or abroad other than the hiring university.

C. Candidates applying for contracted full professorships and assistant professorships

- a. Full curriculum vitae, in any format.
- b. A document specifying the applicant's five most valuable academic contributions, such as articles, books and patents, in accordance with the model provided at http://serrahunter.gencat.cat/web/.content/home/minisites/el_serra_hunter_programme/fer_la_sol_licitud/documents/psh_doc_aportacions_cat.doc.
- c. A brief description of the candidate's teaching career (maximum 1 page) in accordance with the model provided at http://serrahunter.gencat.cat/web/sites/serrahunter/.content/home/minisites/el_serra_hunter_programme/fer_la_sol_licitud/documents/psh_docencia_cat.doc.



- d. A concise statement of the candidate's teaching and research interests, in line with the scope of the contract offered for the next five years. The document must be a maximum of six pages, in accordance with the model provided at http://serrahunter.gencat.cat/web/sites/serrahunter/.content/home/minisites/el_serrahunter_programme/fer_la_sollicitud/documents/psh_interes_d_r_cat.doc.

3.5. Candidates who submitted their application before 31 May in the first stage of the selection process must indicate on their application form whether they have already submitted all the necessary documents to the director of the Serra Húnter Programme or whether they wish to update any of the documents in accordance with the procedure outlined in Condition 3.4.

4. Admission of candidates

4.1. On the tenth working day after the deadline for submitting applications a document containing a list of provisionally admitted and rejected candidates (with reasons for the rejection) and the date of publication of the definitive list will be published. The definitive list will be published on the UPC website.

4.2. Candidates may submit any amendments to their application, including missing documents, within 10 days from the day following the publication of the provisional list of admitted and rejected candidates at the places mentioned in Condition 3.2.

Candidates who do not amend the defects in their application that are responsible for their rejection will be considered to have withdrawn from the selection process and will be definitively excluded from it.

The registration fee will not be refunded when candidates are excluded for reasons attributable to them.

4.3. In accordance with the provisions of Article 59.6 of Law 30/1992, of 26 November, on the legal system governing public administrations and common administrative procedures, the publication of the resolution on the UPC website will be considered sufficient notification to candidates, and thereafter the periods established for appealing against the resolution shall begin.

4.4. The administration of the University may rectify at any time, ex officio or on application, any material errors or errors of fact that may occur in the procedure.

4.5. The resolutions approving the definitive lists will exhaust administrative remedies.

5. Selection committee

5.1. The selection committee for each post will be indicated in the resolution.



5.2. The rules of procedure for selection committees comply with the provisions of Law 26/2010, of 3 August, on the legal and procedural system for the public administrations of Catalonia.

5.3. Committee members are subject to the rules governing abstention and disqualification set out in articles 28 and 29 of Law 30/1992, of 26 November, on the legal system governing public administrations and common administrative procedures. If any of the grounds for abstention set out in paragraph 2 of Article 28 of Law 30/1992 apply, the party concerned shall abstain from acting on the committee and indicate the reason for doing so.

5.4. The members of the selection committee are obliged to safeguard the secrecy and confidentiality of the issues to which they are privy and of personal or other information that refers to identified or identifiable individuals.

5.5. The selection committee will publish its communications on the noticeboard on the UPC web page <https://www.upc.edu/sdp>, in the section "Concursos PDI", "Convocatòria de concursos", "Concursos Serra Hünter" > "Resolució 335/2016".

5.6. For communication purposes, the selection committees are based at the Professional Development Service, which is located on the third floor of the Vèrtex Building, Plaça Eusebi Güell 6, 08034 Barcelona, and can be contacted by e-mail at sdp.concursos@upc.edu.

6. Selection process

In accordance with Article 205.1 of the Statutes of the Universitat Politècnica de Catalunya, the appraisal of the selection committee is based on the principles of public disclosure, equality, merit and ability.

The University guarantees equal opportunities for people with disabilities and takes the necessary measures to adapt to their specific access needs, in accordance with applicable legislation.

6.1. When the selection committee is appointed, its members will receive all of the documents submitted by the candidates.

The selection committee will be appointed within a maximum period of three months from the date of publication of the call. If the committee has not been appointed within this period, an extension of one month may be requested from the rector, with reasons being given for the request.

The date set for the establishment of the selection committee will be published on the UPC website, in accordance with Condition 5.5.



6.2. Stages in the competition

First stage:

6.2.1. Within 20 calendar days of the date on which the selection committee is formally established, each member of the committee will send the secretary an appraisal of the merits of each candidate, in view of international criteria for assessing high-level academic activity, and of the candidate's professional background. The members will pay special attention to the following merits: the importance and impact of the scientific and technical publications they have published and the competitive research projects they have been awarded; the quality of their teaching and any distinctions received in that regard; knowledge transfer activity, intellectual property rights and registered patents; leadership qualities; international mobility and visibility; and any other noteworthy academic and professional achievements. In the case of assistant professorships, the most desirable merit is international postdoctoral experience or stays at prestigious universities or research centres in Spain or abroad other than the hiring university. The members will also list the candidates who should pass the first stage, in order of preference.

6.2.2. In view of the proposals of its members, the committee will reach an agreement on the number of candidates who have passed this stage, taking into account the total number of candidates and their academic merits. If the committee decides that none of the candidates have the appropriate merits, a proposal will be made to the rector that the competition be rendered void and the post remain unfilled.

6.2.3. Once this first stage is over, the resolution on the candidates who have passed will be published on the UPC website, in accordance with Section 5.5, and the second and final stage will commence.

Second stage:

6.2.4. Within ten days from the date of publication of the results of the first stage, the committee will publish the schedule for the second stage at least three weeks before it begins, on the UPC website, in accordance with Condition 5.5. This recruitment notice shall specify the place, date and time at which the selection test for candidates will be carried out. Before the selection test, the committee may request documents, preferably in electronic format, certifying the merits mentioned in the candidate's curriculum vitae.

6.2.5. Candidates who fail to show up at the set time are called for a second time 15 minutes later. If they fail to show up at all they will be considered absent and excluded from the selection process.

6.2.6. The selection test shall be public. It begins with a brief personal presentation lasting an hour and a half at most, followed by a seminar on a topic of the candidate's choosing. The committee will then ask any questions that it deems appropriate on the merits presented in the curriculum vitae, the seminar given or any other aspect related to the contract offered and the activities that successful candidates will be expected to carry out.



In view of the characteristics of the Serra Húnter Programme, the test may be conducted in English.

7. Recruitment proposal

7.1. When the selection tests have been completed and the reports examined, the committee will draw up a prioritised list of candidates and propose that the highest-ranked candidate be hired.

This proposal will be published on the UPC website, in accordance with Condition 5.5.

If none of the candidates are chosen, the competition is declared void.

7.2. Once the proposal has been published, candidates may request access to the report on the competition from the selection committee as foreseen in Condition 5.6.

7.3. Candidates may appeal against the selection committee's proposal within 10 working days from the date of publication. The Universitat Politècnica de Catalunya's appeals committee must issue a ruling on the matter before the competition can be resolved.

8. Award of contracts

The selection committee shall present the proposal mentioned in the previous section to the rector, who shall issue a ruling that the contract be awarded to the candidate in question, who must then formalise the contract in accordance with the provisions of Condition 9.

The rector's decision, which ends the selection process, exhausts administrative remedies. Interested parties may lodge an application for judicial review with the administrative courts of Barcelona within two months of the day following its publication.

They may also file an administrative appeal for review with the rector within one month, calculated from the day following the publication of the decision on the award of the contract. In this case the interested party may not file an application for judicial review until the administrative appeal for review has been determined or implicitly rejected.

9. Formalisation of the contract

9.1. In order for the contract to be formalised within a maximum of six months from the date of publication of the resolution on the award of the contracts, successful candidates must submit the following documents to the University's General Registry:

- a) A sworn statement to the effect that the candidate meets the requirement specified in Condition 2.1(b).
- b) An official medical certificate proving that the candidate meets the requirement specified in Condition 2.1(a).
- c) A personal statement to the effect that the candidate is not subject to the incompatibility restrictions foreseen in current legislation. Otherwise, the candidate may, during the period in which he or she is expected to take up the post, choose the



option foreseen in Article 10 of Law 53/1984, of 26 December, on incompatibilities for staff working for public administrations.

- d) Original copies of the documents required in Condition 2.2.
- e) Proof that the candidate meets Condition 2.3:

e.1 The means for certifying Catalan language proficiency foreseen in Decree 128/2010, of 14 September, are as follows:

e.1.1 A Catalan sufficiency ('Level C') certificate issued by the Catalan government, as outlined in the prevailing regulations on the assessment and certification of Catalan language skills.

e.1.2 Any of the qualifications, diplomas and certificates that are deemed to be equivalent to the Catalan sufficiency certificate issued by the Catalan government, in accordance with prevailing regulations.

e.1.3 The Catalan sufficiency certificates issued by Pompeu Fabra University that are deemed equivalent to or of a higher level than the Catalan sufficiency certificate issued by the Catalan government.

e.1.4 A certificate of a sufficient language level to teach issued by the University. This certificate can be obtained by:

- Taking and passing a specific language course or courses organised by the University, or
- Passing an examination set by the University.

e.2 Candidates who obtained the language certificate in compulsory secondary education must submit a non-university formal educational qualification that is deemed to be equivalent to the Catalan sufficiency level, in accordance with prevailing regulations.

e.3 Candidates who have participated in and obtained a place in previous university teaching staff recruitment processes in which a Catalan test of an equivalent or higher level was required, by submitting the certificate that proves this fact.

e.4 If the candidate does not meet any of the aforementioned conditions, he or she must commit to meeting the Catalan language requirement set out in Condition 2.3 within two years from signing the contract, by providing any of the certificates outlined in d.1.

9.2. If candidates do not submit the necessary documents within the period established in Condition 9.1 (except in cases of force majeure, which will be confirmed by the organising body) or they do not meet one of the conditions for the award of the contract, the award shall be revoked, without prejudice to any liability that the candidate may have incurred if false information has been provided. In such circumstances, the contract will be awarded to the next person on the selection committee's prioritised list of candidates.

9.3. The terms and conditions of employment shall be set out in the contracts in accordance with the terms established for this competition and the provisions of relevant legislation, and



shall include the following additional clauses, which apply to teaching staff hired under the Serra Húnter Programme:

- Teaching staff shall be assessed specifically on their academic merits, as foreseen in the Serra Húnter Programme.
- Teaching staff shall maintain an annually updated summary of the most relevant aspects of their curriculum vitae (maximum two pages) and authorise its publication on the website of the Serra Húnter Programme.
- Teaching staff shall indicate their status as a 'Serra Húnter Fellow' on all their academic and scientific output.

10. Return of documents

Within three months from the award of the contract, candidates may recover any original documents that they have submitted. Once this period has elapsed, it shall be understood that the interested party has waived the right to recover the documents.