

**CAMPUS OF SÃO JOSÉ DO RIO PRETO
 INSTITUTO DE BIOCIÊNCIAS, LETRAS E CIÊNCIAS EXATAS
 (INSTITUTE OF BIOSCIENCES, LANGUAGES AND EXACT SCIENCES)
 NOTICE N^{er} 031/2012 - CSJRP**

Under the Dispatch **1109/2011**-RUNESP of **12/05/2011**, published on **12/06/2011**, based on the Statute and General Rules of the Universidade Estadual Paulista "Julio de Mesquita Filho", Estado de São Paulo, ("Júlio de Mesquita Filho" São Paulo State University), as well as according to the UNESP Resolution n^o 75/2012, applications for exams and tenures for a public servant opening as a **RESEARCHER III**, according to the legal regime of CLT, for 40 weekly work hours at the Instituto de Biociências, Letras e Ciências Exatas, Campus de São José do Rio Preto, Estado de São Paulo (Institute of Biosciences, Languages and Exact Sciences of the Campus of São José do Rio Preto, São Paulo State), in the field of Chemistry, more specifically in the area of Bioenergy.

1. Salary The salary for public employment Researcher III reference 3 journey in 40 hours of work, corresponding to R\$ 8.715,12 monthly.

2. Applications

2.1. The applications will be open for 45 consecutive days from Monday to Friday, from February 8th, 2013, to April 8th, 2013, at the Seção Técnica de Comunicações, located at Rua Cristóvão Colombo , 2265, Jd. Nazareth, São José do Rio Preto, São Paulo.

2.2. In the case of applications by mail, the required documents in this notice should be sent by express mail (SEDEX, DHL, FEDEX, etc) to: Seção Técnica Acadêmica do Instituto de Biociências, Letras e Ciências Exatas do Campus de São José do Rio Preto, Estado de São Paulo (Technical Academic Section of Institute of Biosciences, Languages and Exact Sciences from Campus of São José do Rio Preto, São Paulo State, Ref: public servant for Researcher level III – announcement n^{er} 031/2013 – CSJRP), Rua Cristóvão Colombo 2265, Jardim Nazareth, São José do Rio Preto/SP, ZC 15054-000.

2.3. The candidate that is interested in the application fee reduction should apply within the first 5 (five) days of the application period, meeting the requirements of item 5.

3. Application requirements

3.1. Researcher III:

3.1.1. Doctorate diploma;

3.1.2. the Doctorate diploma will be accepted when obtained in a postgraduate course accredited by the National Council of Education (CNE);

3.1.3. the Doctorate diploma obtained in a foreign country will be accepted only when recognized and registered by a National University that has a postgraduate course accredited by the National Council of Education;

3.1.4. meeting the sub item 3.1.3. is mandatory to hire the Researcher as UNESP faculty staff;

3.1.5. have experience to propose and coordinate research projects;

3.1.6. dominate and create methodological procedures or scientific methods;

3.1.7. have scientific production in conformance with the current standards of his/her research field, reviewed in the past five years, and nationally and internationally published;

3.1.8. be able to immediately start activities of research advisory at the undergraduate and graduate level;

3.1.9. be able to teach disciplines in MA and Ph.D. Programs and offer training according to his/her technical-scientific expertise;

3.1.10. have experience in chromatography and mass spectrometry in studies about elucidation of chemical structures.

3.2. The candidate should turn in a copy of documents required in sub items 3.1.1., 3.1.5., 3.1.6., 3.1.7., 3.1.8., 3.1.9. and 3.1.10.

3.3. The foreign candidate may apply using a passport; however, at hiring time, if for longer than two years, s/he should present an identity card with a permanent visa. In case the candidate still does not have a permanent visa, s/he should present a temporary visa and, within 30 (thirty) days, hand in a copy of the request ticket for making the temporary visa a permanent one, under penalty of contract termination. In case the work contract is shorter than two years, a temporary visa may be presented.

4. Required documents for the application

4.1. Request statement to the Congregation informing complete name, number of identity card and/or passport; age, filiation, place of birth, marital status, home address, occupation and e-mail, with a copy of the following documents:

4.1.1. identity card, and in the case of foreign candidates: foreigner's identity card with permanent or temporary visa or, in its absence, the passport;

4.1.2. updated proof of military service, for male candidates;

4.1.3. updated proof of voting, obtained through the site: http://www.tse.gov.br/internet/servicos_eleitor/quitacao.htm

4.1.4. receipt of application fee of R\$ 72,00 (seventy two reais), paid at the Seção Técnica de Finanças (Technical Section of Finances) or a copy of the deposit receipt of Banco do Brasil S/A, Agency 6920-5, Current Account n^{er}. 130.020-2, in the case of applications by mail. It will not be accepted application fees beyond the registration period or by any other

non-specified means in this Notice. Scheduling payment will only be accepted if proved the actual fulfillment of the payment within the registration period;

4.1.5. curriculum vitae in 11 (eleven) copies detailing performed activities, identifying published papers and all information that allow thorough evaluation of his/her merits, emphasizing activities developed in the past 05(five) years, and one copy of supporting documents referring to the curriculum vitae;

4.1.6. research project in 11 (eleven) copies, elaborated according to the syllabus and the research field of the application that will be evaluated according to the item 7.3 of this Notice.

4.2. In case of applications done by express mail (SEDEX, DHL, FEDEX, etc) the posting date should be until the last application day as described in sub item 2.1. Applications whose posting date are later than the last application date will not be accepted.

4.3. The foreign candidate is exempt of requirements described in sub items 4.1.2 and 4.1.3.

4.4. In the case of application by proxy, a letter of attorney, the attorney's identification and the documents of item 4.1 should be presented.

5. REDUCTION OF APPLICATION FEE – LAW 12.782/2007

5.1. The reduction of application fee, 50% (fifty percent), will be granted to the interested candidates that meet the following requirements, CUMULATIVELY:

I – students, regularly registered in a higher education institution, in an undergraduate or graduate course.

II – candidates whose monthly salary is inferior to 02 (two) minimum wages; or that are unemployed.

5.2. Reduction will be granted upon application when the candidate presents:

I – proof of student status with one of the following documents:

a) certificate or statement by a public or private education institution;

b) student's identity or a similar document by a public or private education institution, or by a student body representation.

II – as to the circumstances described in the sub item II of item 5.1. of this Notice:

a) proof of income, or written statement of unemployment.

OBS: The candidate should present the original documents as well as the respective copies for verification, and hand them in for posterior analysis. The copies will not be returned.

5.3. The candidate that is interested in the reduction of the application fee should apply in the first 05 (five) days of the application period.

5.4. The Seção Técnica de Comunicações (Technical Section of Communications) of the Campus will receive all the documents and after authenticity verification, it will forward them to the Technical Section of Human Resources Development and Administration – STDARH- for analysis.

5.5. Acceptance and rejection of application fee reduction requests will be announced at the application place on 02/26/2013 at 9:00 AM and, in the case of rejection, appeal deadline will be 02 (two) days from the announcement date.

6. Application acceptance and rejection

6.1. The Congregation will decide on the fulfillment of requirements when analyzing the candidates' applications, after evaluation of the applications, by the Conselho de Ensino, Pesquisa e Extensão Universitária (Advisory Committee of the Education, Research and Extension Council - CEPE).

6.2. The list of candidates whose applications were rejected for not fulfilling the requirements established in this Notice will be published in the Diário Oficial do Estado – DOE.

6.3. The candidate may require the Congregation to reconsider his/her application rejection until 05(five) days from the publishing date of the list referred to in the previous item.

7. Exams and Tenures

The following exams will be done for the job opening:

7.1. Curriculum Vitae analysis

In the curriculum vitae, the activities developed by the candidate should be clearly explained.

The curriculum vitae analysis will consist of global evaluation of developed activities in which the following is shown:

I – amount and quality of research project development, especially as to the objective needs for the country social and economic development;

II – national and international publications that show consolidation of aptitude as a researcher;

III – responsibility for the formation of new researchers in relatively permanent research lines.

IV - ability to demonstrate leadership in research through coordination of Research Groups;

7.2. Curriculum vitae argumentation

The curriculum vitae argumentation exam will be public and will evaluate the scientific, literary or artistic qualification of the candidate, according to the following guidelines:

7.2.1. all the members of the Evaluation Board will argue with the candidate;

7.2.2. each of the members of the Evaluation Board will have until thirty minutes to argue with the candidate who will have the same amount of time to answer questions;

7.2.3. under candidate and examiner’s agreement, the argumentation may be mainly on the activities developed by the candidate in the field of this job opening.

7.3. Presentation and Argumentation of Research Project

The research project will be evaluated according to its relevance within the field of the job opening and its practicability, as in the following guidelines:

7.3.1. the project presentation should be at least 50 (fifty) minutes long and in the maximum 60 (sixty) minutes long; the candidate should show deep and critical knowledge on the subject;

7.3.2. all the members of the Evaluation Board will argue with the candidate; each member will have until thirty minutes to argue with the candidate who will have the same amount of time to answer the questions.

8. Evaluation criteria

In the candidate’s evaluation, the grade criteria will be from 0 (zero) to 10 (ten) in all exams which will have the following weight:

- Curriculum vitae analysis - weight 2
- Curriculum vitae argumentation - weight 1
- Presentation and argumentation of research project - weight 1

8.1. Curriculum vitae analysis:

- 60% scientific production;
- 20% activities related to internationalization (post-doc, international cooperation, editorial committees and advisory committees of international agencies/ organizations, etc);
- 10% fund raising;
- 10% formation of human resources (undergraduate and graduate students)

8.2. Curriculum vitae argumentation:

- 40% candidate’s academic and professional career consistent with background field;
- 30% theoretical and conceptual command of work;
- 30% assertiveness.

8.3. Presentation and Argumentation of Research Project

- 50% originality of research project objectives and importance of contribution to the knowledge area in which the proposed project is inserted;
- 20% appropriateness to research line in the job opening;
- 20% scientific fundamentation and utilized methodology;
- 10% applicability in the Institution.

9. Call for the exams

9.1. The call for the exams will be done through the publishing in the DOE and other communication media at least 5 (five) days before the exams.

10. Approval, classification and tie

10.1. The grades will be given individually by the examiners for each exam, ranging from 0 (zero) to 10 (ten).

10.2. The candidates that obtain a final average grade equal to or superior to 07 (seven) given by at least 03 (three) examiners will be considered approved.

10.3. The candidates' classification ranking will be established by the final average grade obtained by each candidate.

10.4. In case of tie, the highest grade obtained for the curriculum vitae will be used, and the criterion for tie in the paragraph of article 27 of Law 10.741/2003, when necessary.

11. General guidelines

11.1. When the application/appeal deadlines are on a Saturday, Sunday, holiday or a non-working day, or when the working hours are shorter, they are automatically extended until the next working day.

11.2. The candidate that does not show up on time will be eliminated.

11.3. The final result will be published in the DOE – Poder Executivo – Seção I

11.4. The candidate may appeal to the Congregation formally and legally within 10 (ten) days from the final result publishing in the DOE with suspensive effect. The Congregation will have a ten-day deadline to answer the appeal from the appeal date.

11.5. The hired candidate must work within the established working hours by the administration.

11.6. There will not be a refund of the paid fee, even when the amount was higher or mistakenly duplicated, nor total exemption of the application fee, regardless of the reason, except in the case the exam does not occur.

11.7. It is the candidate's responsibility to follow and verify all DOE publishing regarding the present job opening exam.

11.8. Questions related to doubtful cases or omissions will be judged by the Evaluation Board and/or the Unit Administration.

11.9. This exam result will valid for 06 (six) months from the publishing and approval date in the DOE, and may be extended only once for the same time length by the Administration.

11.10. The stay of a foreign candidate will be subject to the presentation of the identity card with a permanent visa if the contract is for over 2 years, or a temporary visa for a period that is shorter than two years.

11.11. The working contract will be terminated if the Doctorate diploma from a foreign institution is not recognized by a national university that

has an accredited graduate course by the National Council of Education (CNE).

11.12. For this job opening exams, the rules established by UNESP Resolution nº 75/2012, UNESP Administrative Rule nº 301/2012 and the Statute and General Rules of UNESP are applied.

11.13. The documented curriculum vitae will be available for the candidates during the validity of this job opening exam. After this, if not withdrawn, they will be discarded.

11.14. The application implies in knowledge of this Notice and in the commitment of accepting the conditions established in this exam.

11.15. The candidate will be responsible for any error or omission of information upon application.

11.16. The candidate that provides false or inaccurate information, even if verified afterwards, or that does not fulfill all the conditions established by this Notice will have his/her application canceled, and consequently, all his/her exams will be canceled, even if s/he is approved.

11.17. The items of this Notice may be changed or updated until the exams take place, and these will be mentioned in a Notice or Warning published in the Diário Oficial do Estado - DOE.