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## Annex I

**The Health Research Institute of the Balearic Islands calls for the hiring of three postdoctoral researchers for the "FOLIUM" program within the "INTRES: invest, investigate and innovate" project, which is funded by the 2019 Annual Plan for the Sustainable Tourism Tax**

Among other functions, the Institute is entrusted to manage the means and resources for the execution of clinical, basic and applied research programs, technological development, and innovation in the healthcare field.

In order to carry out these functions, the Institute needs to temporary incorporate three postdoctoral researchers for the "FOLIUM" program within the Institute's project "INTRES: invest, investigate, and innovate".

The "INTRES: invest, investigate, and innovate" project is aimed at establishing programs for the talent acquisition of researchers that will encourage the hiring of researchers and support staff at the IdISBa on the basis of competitive offers, who would contribute to the investment, investigation, and innovation of the production of healthcare results at the Institute.

For the reasons abovementioned, and in the exercise of the powers attributed to me by Article 28.1 and the current statutes of the foundation, as the Managing Director of the Institute,



## I SUMMON

The process for hiring three postdoctoral researchers for the "FOLIUM" program, within the "INTRES: invest, investigate, and innovate" project from the Health Research Institute of the Balearic Islands. This process abides by the following requirements, characteristics, and selection criteria:

### I. Requirements

- To have completed the PhD Degree after January 1 2014<sup>1</sup>.
- To have the Spanish nationality or any other nationality that allows the access to the public sector. (See Article 57 of the Spanish TREBEP.)
- To possess the functional capacity for the performance of the required tasks.
- To have reached the age of sixteen and not exceed the age of compulsory retirement.
- To have not been dismissed or suspended by means of a disciplinary proceeding from any entity of the public sector or from any constitutional or statutory body. Likewise, to not have been under perpetual or special disqualification for public service. The same restrictions apply to those nationals from other states and their status regarding public service in their respective countries.
- To possess the required degree.

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<sup>1</sup>Gaps due to the following reasons will not be taken into account:

- Leave periods derived from maternity or paternity which have taken place in accordance with the protected instances under the Spanish General Social Security Scheme. A one-year extension will be applied for each child.
- Serious illness or accident, with medical leave equal to or greater than three months. A one-year extension will be applied.
- Caring for dependent people, in accordance with the provisions established in Law 39/2006, of 14 December, on the promotion of personal autonomy and assistance for dependent people, for a minimum period of three months. A one-year extension will be applied.

These gaps must be noted and verified at the time of submitting the application.



- To have the mutual commitment agreement signed by all parties in accordance with the model established in Annex III of the present call. A candidate can only present a single commitment agreement.
- To submit the self-assessment form fulfilled (Annex IV of the present call).

Those who do not comply with all the above requirements will not be considered for this position.

## II. Role and functions

- To develop research programs specific to the researcher's research area by joining research groups from the IdISBa.
- To improve current research lines.
- To carry out high-impact papers at both the national and international level.
- To obtain competitive projects.
- To generate and transfer knowledge with an impact on the population health and the health system.



### III. Application submission

The applications are to be submitted to the Institute's HQ or emailed to the Human Resources Department ([idisba.rrhh@ssib.es](mailto:idisba.rrhh@ssib.es))<sup>2</sup>. They can also be submitted to the locations stated in Article 16.4 of Law 39/2015, of 1 October, of the Common Administrative Procedure of Public Administrations.

If the application is submitted to a location different to the Institute's offices, the applicant must send, within a period of 24 hours, an email to [idisba.rrhh@ssib.es](mailto:idisba.rrhh@ssib.es) attaching the time-stamped form. Similarly, if submitted via registered mail, the applicant must send the time-stamped and signed form to demonstrate it meets the submission deadline.

Submission deadline: 30 working days from the day after the publication date of the present call.

All candidates must present, along with this form, all supporting evidence to confirm their education, experience, etc. regarding both the requirements and the additional qualifications. These will not be taken into account towards the final points if the candidate fails to correctly present the supporting evidence in the stipulated time.

### IV. Admission of candidates

Once the window of time for the submission of this form and supporting evidence to take part in the selection process is ended, a resolution will be published on the IdISBa's website. This will announce the provisional list of admitted and excluded candidates (along with the reasons for exclusion).

Excluded and omitted candidates will be given 3 working days (starting the day after the provisional resolution is made public) for them to amend any defects and to provide the necessary documents. If no amends are made, their candidacy will be withdrawn.

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<sup>2</sup> The attached documents must be in PDF format and compressed in a single ZIP file.



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Once this period ends, a definitive resolution will be published, announcing the definitive list of admitted and excluded candidates.

#### **V. Reserved posts for people with disabilities**

About a 7% of the posts at the Institute are reserved for people with disabilities, as it is established by the Royal Decree Law 5/2015 of the Spanish TREBEP. However, this particular post does not fall under this category.

#### **VI. Type of contract**

Full time contract for a specific project, for 2 years, for the "FOLIUM" program within the "INTRES: invest, investigate, and innovate" project.

**Gross annual income:** 31 022,00 euros, divided in 12 payments.

Trial period: 3 months.



## VII. Supporting documents

All candidates are expected to present the copies or verified copies of the following evidence to support their education and experience:

- a) Professional experience: certificates signed by the person responsible for the different previous entities where the candidates have offered their services. If this is not possible, it can be certified via contract and employment history report.
- b) Degree certificate: certified copy (both sides).
- c) Courses, seminars, fellowships, etc.: copy of the certificate or diploma, which must include the number of hours of each activity.
- d) Language knowledge: certificate from an official organism (such as EOI, Conselleria, UIB, other universities and other renowned education centers).
- e) Scientific publications: copy of the first page or bibliographic reference ID.

These supporting documents will only be taken into account if they are submitted within the submission deadline for this call.

Every piece of supporting evidence must be submitted in the same order that appears in the "Selection procedure" section and must be numbered in that same order along with the self-assessment form that is available at the end of this call.

If you originally submitted copies that were not officially verified, you must present the original copies at the interview for us to verify them.

Moreover, it is also necessary to submit the following documents:

- a) A copy of your ID card or the first page from your passport.
- b) Commitment agreement form.
- c) PhD certificate or transcript stating the thesis' grade and the date of achievement.



- d) CV containing the following information, which is required for this call: I) mention of publication, order of signing author, indexed position in the JCR deciles and quartiles; II) mention of obtained project, its call, its funding entity, and position of Principal Investigator or Co-Investigator.
- e) Copy of the first page of indexed publications.
- f) Participation certificates from research projects, which must be signed by the Managing Director of the pertinent center.
- g) Certificate of postdoctoral stay or employment contract by the receiving research institution.
- h) Certificates of awards, mentions and grade of distinctions, scientific divulgation activities, patents, and others:
- i) Certificates of thesis defense.



## VIII. Assessment Board

- Miquel Fiol Sala, Scientific Director of the IdISBa.
- Daniel Horacio Lopez, Scientific Consultant of the IdISBa.
- Responsible for Human Resources at the IdISBa, acting as the Secretary of the Board.

The Assessment Board may declare this call null and void due to the inadequacy of the candidates.

## IX. Selection procedure

The candidates will be requested for an interview. In addition, all candidates are expected to present evidence supporting their education and experience, which will receive a different score according to the following classification:

### 1. Research Experience (up to 4.5 points)

- Publications of research articles. A maximum of ten publications selected by the candidate will be evaluated, which must have been previously evaluated by the candidate in accordance with the template shown in Annex II, and with the following scores (4 max. points):
  - Indexed in the first decile of the Journal Citation Report (JCR):
    - as the first or last author or as the corresponding author: 0.8 points.
    - as other author: 0.2 points.
  - Indexed in the first quartile of the JCR:
    - as the first or last author or as the corresponding author: 0.4 points.
    - as other author: 0.1 points.
  - Indexed in the JCR different from the previous point, books and book chapters, protocols, guides or technical reports with ISBN or ISSN:
    - as the first or last author or as the corresponding author: 0.08 points.



- as other author: 0.02 points.

- Funded research projects in national or international competitive calls in the field of research referred to in the present call (max. 0.5 points):
  - As the Principal Investigator: 0.25 points per project.
  - As the Co-Investigator: 0.05 points per project.

## 2. Research Stays (up to 3.5 points)

Postdoctoral stays in research centers different from the one in which the PhD was obtained (only from the 7th month onwards will be taken into account):

- In national centers: 0.08 points per month.
- In international centers: 0.12 points per month.



### 3. Additional Feats (up to 1.5 points)

- Achievement of awards, mentions and distinctions, scientific divulgation activities, patents, and others: 0.20 points.
- Thesis supervision: 0.5 points per each defended thesis.

### 4. Language Knowledge (up to 0.5 points)

- Catalan:
  - B2: 0.25 points.
  - C1: 0.5 points.
- English:
  - B2: 0.25 points.
  - C1: 0.5 points.

### 5. Personal Interview

Despite not counting towards the total score, the interview is required so as to verify each candidacy and review the supporting evidence. The interview will focus on topics related to the present job offer. At the interview, the candidate must present the original documents for us to verify their validity if these have not been previously submitted along with the form.

### X. Appeals

The Spanish Labor Courts are the competent authority to resolve disputes arising from the requirements set out for this call, in accordance with Law 36/2011, of October 10, regulating the social jurisdiction, without it being possible to file another administrative appeal or any claim to the judicial social way.

Palma, 23 June 2020

**The Managing Director of the Institute**  
José Lladó Iglesias



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## Annex II

Registration form for the hiring of three postdoctoral researchers for the "FOLIUM" program within the "INTRES: invest, investigate, and innovate" project, from the Health Research Institute of the Balearic Islands.

Name:

Surname:

ID number:

Address:

Phone Number:

Email:

I declare that I have come to know the selection process for the hiring of three postdoctoral researchers for the "FOLIUM" program within the "INTRES: invest, investigate, and innovate" project, from the Health Research Institute of the Balearic Islands.

Required documents attached:

- Degree certificate. (Document 1)
  - Doctorate. (Document 1.1)
  
- Copy of ID document. (Document 2)



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- Updated CV. (Document 3)
- Supporting evidence for the education and experience along with the filled self-assessment form. (Specify at the form)
- Commitment agreement.



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I also declare that:

- I possess the functional capacity for the performance of the required tasks.
- I have not been dismissed or suspended by means of a disciplinary proceeding from any entity of the public sector or from any constitutional or statutory body. Likewise, I have been under perpetual or special disqualification for public service. The same restrictions apply to those nationals from other states and their status regarding public service in their respective countries.

Thus,

I apply for this selection process as a postdoctoral researcher for the "FOLIUM" program within the "INTRES: invest, investigate, and innovate" project, from the Health Research Institute of the Balearic Islands.

City and date: \_\_\_\_\_

Signature



### Annex III

## COMMITMENT AGREEMENT - "INTRES: invest, investigate, and innovate" PROGRAM

### General Rules:

1. For due presentation of a candidate, it is essential to be constituted as a research group within the IdISBa on a date prior to the beginning of this call.
2. A candidate can only present a single commitment agreement.
3. Research groups may have two commitment agreements; however, under no circumstances they are allowed to hire two candidates by means of the same call.
4. If the candidate steps down from the process, the next candidate from the list will be considered in accordance with the score.
5. Those research groups that had not been previously selected to take in a candidate (in the RADIX, FOLIUM, or "Stop Fuga de Cerebros" calls) will have an additional 0.5 points added to their candidate.
6. The research group must have a public or private, national or international, competitive research project by the time the application is submitted. These projects are to last for two years at least.
7. In the events of a research group submitting an additional commitment agreement (apart from this one) for the "TALENT PLUS JUNIOR" call, the research group must prove they have a second research project that complies with the conditions previously stated in Point 6.
8. Failure to comply with any of the rules above described will mean the immediate exclusion from the selection process for both the candidate and the research group.

### PERSONAL INFORMATION OF THE CANDIDATE

Name:

Surname:

ID number:

Phone number:



Email:

### RESEARCH GROUP'S INFORMATION

Group name:

Person responsible for the group:

Research area:

Active research projects:

Call	Project Code	Funding Entity	Start Date of the Project	Finish Date of the Project

In accordance with the regulations described,

The candidate accepts to go through the selective process by signing the present commitment agreement with the referred research group.

The research group and, particularly, the responsible for the group, agree to accept the candidate if they are selected for the position. Both the candidate and the person responsible for the group (on behalf of the group) accept the commitments stated on this commitment agreement.

And, in proof of conformity:



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The candidate's signature	Signature of the person responsible for the research group
<p>Name:</p> <p>Date:</p>	<p>Name:</p> <p>Date:</p>



### Annex IV – SELF-ASSESSMENT FORM

Selection process for the hiring of three postdoctoral researchers for the "FOLIUM" program				
NAME:		MAX. POINTS	POINTS	SUPPORTING EVIDENCE ATTACHED*
1. PROFESSIONAL EXPERIENCE		4.5		
1.1 Publications indexed in the JCR (maximum of 10)		4		
• In the 1st decile as the first or last author (0.8 p.); other author (0.2 p.)				
• In the 1st quartile as the first or last author (0.4 p.); other author (0.1 p.)				
• In other positions as the first or last author (0.08 p.); other author (0.02 p.)				
1.2 Research projects funded by means of competitive calls		0.5		
• As the Principal Investigator (0.25 points per project)				
• As the Co-Investigator (0.05 points per project)				
2. RESEARCH STAYS		3.5		
2.1 In national institutions (0.08 points per month)		3.5		
2.2 In international institutions (0.12 points per month)				
3. ADDITIONAL FEATS		1.5		
3.1 Achievement of awards, mentions, distinctions, scientific dissemination activities, patents, and others (0.10 points per feat)		1		



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3.2 Thesis supervision (0.25 points per thesis)	1		
4. LANGUAGE KNOWLEDGE	0.5		
4.1 Catalan B2	0.25		
4.2 Catalan C1	0.5		
4.3 English B2	0.25		
4.4 English C1	0.5		
5. PERSONAL INTERVIEW			
TOTAL			

\* It is compulsory to precisely specify every document attached to this form for them to count towards the total score of the applicant. (e. g.: Catalan C1 level certificate from the EOI Palma).