



UNIVERSIDAD DE EXTREMADURA

**VICERRECTORADO DE INVESTIGACIÓN, INNOVACIÓN,
INFRAESTRUCTURA CIENTÍFICA**

**(THE OFFICE OF THE VICE CHANCELLOR FOR RESEARCH,
INNOVATION AND SCIENTIFIC INFRASTRUCTURE)**

**HUMAN RESOURCE RECRUITMENT AND TRAINING PROGRAMME OF
EXCELLENCE IN RESEARCH, DEVELOPMENT AND INNOVATION**

C) PREDOCTORAL GRANTS/CONTRACTS FOR UNIVERSITY GRADUATES.

Aim

The aim is to award grants/research contracts to postgraduate students, especially from Portugal and Latin America, who have completed their undergraduate studies at universities in Spain or other countries, other than Extremadura University, in the previous three years prior to the invitation for applications.

Duration

The grants/contracts for which applications are invited will have a maximum duration of 48 months, starting from the date of the grants holder's admission, which is indicated in the invitation for applications resolution and is divided into two distinct periods:

- In the first period, which has a duration of 24 months, the funds will be in the form of a grant with which recipients must complete a master's degree at UEx, which provides access to doctoral programmes.
- In the second period, also with a duration of 24 months, recipients who have completed a master's degree at UEx will sign a work placement contract with the collaborating company in accordance with Article 11 of the Employee's Statute (Legislative Royal Decree 1/1995 of 24 March). In line with the aim of this particular grant scheme, the formalising of the contract will conclude the financial assistance for the research training, without UEx being entitled to the contract remuneration.

Amounts and conditions

A total of 25 grants/contracts will be awarded, of which at least 50% will be granted to postgraduate students from Portuguese or Latin American universities, provided that a sufficient number of applications have been received.

- The amount granted will be €14,000 per annum for the first two years and €16,500 per annum for the final two contract years.

- Research groups that apply for this award can provide co-funding of up to 30% of the total amount of the grant/contract, which will be viewed favourably during the application selection process, as indicated in the relevant paragraph.
- Receipt of assistance under this grant scheme is incompatible with any other grant or work placement contract financed by public or private Spanish or European funds, or any other financial payment.
- Recipients of the grants/contracts will be exempt from paying the enrolment fees of Extremadura University's master's courses, in which recipients need to enrol to gain access to the corresponding doctoral programmes.
- During the two-year contract period, grant recipients are permitted to carry out lecturing duties of up to a maximum of 60 hours per academic year in the university department to which the research group is assigned, subject to the approval of the research tutor. On completion, the university department will provide certification for the lecturing work undertaken by the recipient and will inform the Office of the Vice Chancellor of such work.

Requirements for applicants

- Applicants must have passed all subjects required to obtain a bachelor's degree, including the end of course project or equivalent, from a university in Spain or other country, other than Extremadura University, within the three years prior to this invitation for applications. In the case of degrees obtained in other countries, the applicant must demonstrate that the standard of education is equivalent to corresponding official Spanish university degrees and that the degree entitles holders to access postgraduate studies in the issuing country. The application for official degree recognition must have been processed prior to the end of this invitation for applications.
- Non-European Union applicants must have, or be in the process of obtaining, a Spanish residence permit for the two initial grant years.
- Applicants must submit a plan for the research work to be undertaken during the grant/contract period.

- All successful applicants for grants/contracts will be assigned a tutor for the research work to be undertaken, who must hold a doctorate, be a permanent lecturer at UEx and be a member of a research group from among UEx's catalogue of research groups.

Requirements for research groups

- Recipient research groups must be registered in Extremadura University's catalogue of research groups and must have obtained research grants in the previous three years.
- Recipient research groups must have funding to carry out the project to be undertaken by the applicant.
- Each group may request the appointment of a maximum of one grant holder.
- Research groups must appoint a tutor, who may or may not be the group coordinator, to support the research work undertaken by the applicant.
- The research tutor, who will also be the tutor for the applicant's doctoral thesis, must hold a doctorate and be a permanent member of staff at UEx.

Submission of applications

A single application must be submitted by the recipient research group, which will include information relating to the applicant and the UEx research group. The application must consist of the following documentation:

1. A standard application form, duly completed.
2. An officially stamped photocopy of the applicant's national identity document or passport.
3. In the case of applicants from countries outside the European Union, an officially stamped photocopy of the applicant's Spanish residence permit for the initial two year grant or the residence permit application form.
4. The applicant's personal academic record, including the grades achieved and dates. In the case of degrees obtained in other countries, the applicant must demonstrate that the standard of education is equivalent to corresponding official Spanish university degrees and that the degree entitles holders to

access postgraduate studies in the issuing country or that the process of official degree recognition has been requested.

5. The applicant's standard *curriculum vitae* and that of the tutor.
6. A summary table of the applicant's and the tutor's *curriculum vitae*s.
7. A plan of the research work to be undertaken by the applicant.
8. A report on the proposed work opportunity and support commitment by the tutor. This report must be approved by the coordinator of the research group.
9. The training capability of the recipient research group, indicating the number of qualified doctorate holders and their current professional status.
10. Evidence that the recipient research group has funding available for the applicant's research work.
11. Evidence of co-funding provided by the applicant research group (if applicable), indicating the source and co-funding commitment during the grant/contract period. This document must be signed by the coordinator of the applicant research group.

The documentation must be completed and sent via the website: <http://www.unex.es/rrhhimasd>. In addition, the documents relating to sections 1.8 and 11 (the latter if applicable) must be submitted in paper form before the established deadline. Paper copies of all documents attesting to the applicant's merits must be provided with the *curriculum vitae*. All of these documents will be forwarded to the Vice Chancellor for Research, Innovation and Scientific Infrastructure, via the University's General Registry, or by means of any of the procedures established by the Spanish Government Authorities and Common Administrative Procedures Legal Framework Law.

Deadline for submission of applications

The deadline for submitting applications is 30 calendar days from the day following the publication of this invitation for applications.

Assessment and selection of applications

Assessment and selection of applications will be carried out by a committee of the Research Commission of Extremadura University, which will be chaired by the Vice Chancellor for Research at UEx or a delegated person, and based on the following criteria and their percentage weighting over the final score:

- The applicant's academic record.....50%
- The applicant's *curriculum vitae* (only merits that are duly supported by documentation will be assessed).....20%
- The *curriculum vitae* of the tutor and training capability of the recipient research group.....20%
- A plan of the research work to be undertaken.....10%
- The recipient research group's co-funding contribution. The score obtained in the preceding sections will be multiplied by one of the following factors depending on the amount contributed by the applicant research group for co-funding the contract:
 - 1.1 when the co-funding is 10% of the total grant/contract
 - 1.2 when the co-funding is 20% of the total grant/contract
 - 1.3 when the co-funding is 30% of the total grant/contract

Assessment of the applicant's and the tutor's *curriculum vitae*s will be carried out by following Extremadura University's Scientific and Research Staff scale, published in the General Directorate of Employment's resolution of 30 October 2008, (Official Gazette of Extremadura 17/11/2008).

In the process of assessment and selection of applications, the Committee may, if deemed necessary, request reports from non-UEx experts.

Obligations of successful applicants

- Undertake research work in the UEx recipient research group.

- Submit an annual report on the research work undertaken, which must be endorsed by the tutor and the coordinator of the research group. The report will be sent to the Office of the Vice Chancellor for Research at UEx.
- At least one month prior to completing the two-year grant period, grant holders who have completed a master's course are required to submit the certification obtained, accompanied by a request to progress to the work placement contract stage endorsed by the tutor, to the Office of the Vice Chancellor with responsibility for research at UEx.
- Grant holders who, at the end of the two-year grant period, have not obtained a UEx master's degree will be given an extension until the end of that calendar year to obtain it, and will then proceed as indicated in the previous section. In calculating the first two years of the grant, suspensions in financial support as a result of maternity or force majeure will be taken into account. Failure to obtain a master's degree within the specified period will result in the termination of the grant.
- Submit a doctoral thesis during the 4 years of the contract.

D) EMPLOYMENT CONTRACTS FOR POSTDOCTORAL RESEARCHERS

Aim

The aim is to incorporate doctoral researchers into UEx's research groups, by means of postdoctoral contracts. The contracts are intended for researchers who have completed their doctoral theses at universities other than Extremadura University, and especially those from Portugal and Latin America, in the three years preceding this invitation for applications.

Duration

Contracts will be awarded for a duration of 36 months.

Amounts and conditions

- A total of 13 contracts of €30,000 euros per annum will be awarded, including the employer's social security contribution.
- Research groups applying for a contract may co-fund up to 30% of the total amount, which will be viewed favourably in the application selection process, as indicated in the relevant paragraph.
- The contract will be formulated between the researcher and Extremadura University.
- Contracts funded under this grant scheme will be incompatible with any other employment contract signed by the researcher.
- During the term of the contract, researchers can carry out lecturing duties of up to a maximum of 60 hours per academic year in the university department to which the research group is assigned, subject to the approval of the tutor and the proposal of the university department, without the UEx assuming employment responsibility. The university department will provide certification for the lecturing work undertaken by the researcher and will inform the Office of the Vice Chancellor of such work.

Requirements for applicants

- Applicants must hold or have applied for the title of doctor. Qualifications obtained outside Spain must be recognised by the Chancellor of Extremadura University at the time of application or, prior to the closing of this invitation for applications, the request for recognition must have been processed.
- The doctorate must have been obtained from a university other than Extremadura University, in the three years prior to the invitation for applications.
- Submission of a plan of the research work to be undertaken during the contract.
- All successful applicants for a postdoctoral contract will have a tutor assigned for the research work to be undertaken by the applicant, who must hold a doctorate, be a permanent lecturer at UEx and be a member of one of the research groups included in UEx's catalogue of groups.

Requirements for research groups

- Recipient research groups must be registered as such in the catalogue of research groups at Extremadura University and must have obtained research grants in the previous three years.
- Recipient research group must have funding to carry out the project to be undertaken by the researcher.
- Each group may request the appointment of a maximum of one doctorate holder.
- Research groups must appoint a tutor for the research work who may or may not be the group coordinator, who will be responsible for the development of the researcher's work plan.

Submission of applications

A single application must be submitted by the recipient research group, which will include information relating to the applicant researcher and the UEx recipient group. The application should consist of the following documentation:

1. A standard application form, duly completed.
2. An officially stamped photocopy of the applicant's national identity document or passport.
3. An officially stamped photocopy of the applicant's doctorate title or a photocopy of the applicant's personal academic record, including the grade achieved in the doctoral thesis and the date the doctorate was obtained. In the case of qualifications obtained outside Spain, the applicant must provide an officially stamped photocopy of the official degree recognition issued by the Chancellor of Extremadura University or the documentation relating to the application for recognition.
4. The applicant's standard *curriculum vitae* and that of the tutor.
5. A summary table of the applicant's and the tutor's *curriculum vitae*s.
6. A plan of the research work to be undertaken by the applicant during the contract.
7. A report on the proposed work opportunity and support commitment by the tutor. This report must be approved by the coordinator of the UEx research group.
8. The training capability of the recipient research group, indicating the number of qualified doctorate holders and their current professional status.
9. Evidence that the recipient research group has funding available for the applicant's research work.
10. Evidence of co-funding provided by the applicant research group (if applicable), indicating the source and the co-funding commitment during the contract period. This document must be signed by the coordinator of the applicant research group.

The documentation must be completed and sent via the website: <http://www.unex.es/rrhhimasd>. In addition, the documents relating to sections 1.7 and 10 (the latter if applicable) must be submitted in paper form before the established deadline. Paper copies of all documents attesting to the applicant's merits must be provided with the *curriculum vitae*. All of these documents will be

forwarded to the Vice Chancellor for Research, Innovation and Scientific Infrastructure at UEx, via the University's General Registry, or by means of any of the procedures established by the Spanish Government Authorities and Common Administrative Procedures Legal Framework Law.

Deadline for submission of applications

The deadline for submitting applications is 30 calendar days from the day following the publication of this invitation for applications.

Assessment and selection of applications

Assessment and selection of applications will be carried out by a committee of the Research Commission of Extremadura University, which will be chaired by the Vice Chancellor for Research at UEx or a delegated person, and based on the following criteria and their percentage weighting over the final score:

- The applicant's *curriculum vitae* (only merits that are duly supported by documentation will be assessed).....60%
- The *curriculum vitae* of the tutor and the training capability of the recipient research group.....30%
- A plan of the research work to be undertaken.....10%
- The recipient research group's co-funding contribution. The score obtained in the preceding sections will be multiplied by one of the following factors depending on the amount contributed by the applicant research group for co-funding the contract:
 - 1.1 when the co-funding is 10% of the total contract
 - 1.2 when the co-funding is 20% of the total contract
 - 1.3 when the co-funding is 30% of the total contract

Assessment of the applicant's and the tutor's *curriculum vitae*s will be carried out by following Extremadura University's Scientific and Research Staff scale, published in the General Directorate of Employment's resolution of 30 October 2008, (Official Gazette of Extremadura 17/11/2008).

In the process of assessment and selection of applications, the Committee may, if deemed necessary, request reports from non-UEx experts.

Obligations of successful applicants

- Successful applicants from non-European Union countries must obtain a Spanish residence permit for the complete duration of the contract.
- Fulfilment of the proposed plan for research to be undertaken by the applicant during the contract.
- Submission of an annual report on the work carried out, which must be approved by the applicant's tutor.
- Submission of a final report in the final month of the contract term, which shows the degree to which the originally proposed work plan has been fulfilled. This report must be approved by the tutor and the coordinator of the research group and will be forwarded to the Office of the Vice Chancellor for Research at UEx.

E) CONTRACT FOR INCORPORATION OF SENIOR RESEARCHERS

Objective:

The purpose of this notice is to recruit professors and researchers who have demonstrated distinctive achievements in R&D&TI, who come from Spanish and foreign institutions outside Extremadura, and facilitate their incorporation for one year.

Duration:

The contracts awarded under this notice will be valid for twelve months (12) from the incorporation of the senior researcher.

Amount and conditions

- This notice is for a total of seven (7) contracts for 30,000 Euros per contract, to be awarded annually, including the employer's social security contribution.
- Research Groups that apply for a contract under this notice can participate in its co-financing with up to 30% of the total amount, which will be viewed positively in the application selection process, as indicated in said paragraph.
- The contract will be concluded between the professor or researcher and the University of Extremadura. The contracts financed under these grants will be compatible with the term of the contract assigned to the visiting professor or researcher at the originating centre.

Requirements for applicants

- Hold a doctoral degree.
- At least six years must have passed since obtaining the doctorate. That date shall count as the date of the reading and approval of the doctoral thesis. For those researchers who possess more than one doctorate, this requirement shall refer to the first one they obtained.

- Being a professor or researcher at a university or a Spanish or foreign research centre outside Extremadura.
- Meet the quality requirements for production and scientific-technological research activities that involve a high profile background with a level equal or greater than that established for researchers in category I3 (as provided in the Resolution of 20 July 2005 by the State Secretariat of Universities and Research that establishes the criteria for Programme I3, "Incentives for the incorporation and strengthening of research activity," (BOE 26/08/2005).
- Applicants from countries outside the European Union must have a Spanish resident visa or have applied for it for the maximum duration of the contract.
- Submit a research work plan to be developed during the course of the contract.

Requirements for research groups

- Awarded research groups must be listed as such in the catalogue of groups of the UEX.
- They must have obtained research grants over the past three years.
- The recipient research group must have financing for the project to be carried out by the requested senior researcher.
- Each group can request the incorporation of up to one candidate per notification.

Formalisation of applications

The recipient research group shall submit a single application that includes the information of the applicant researcher and of the recipient group of the UEX. This shall include the following documentation:

1. A duly completed standardised application form.
2. A certified photocopy of the candidate's DNI or passport.
3. A certified photocopy of the candidate's doctorate degree. If the title has

been obtained abroad, a certified copy of Certificate of Acknowledgment or its approval issued by the Rector of the University of Extremadura or from the application process for this acknowledgment.

4. *The candidate's Curriculum vitae in the standardised form*
5. A summary table of the candidate's *curriculum vitae*.
6. A memorandum to be developed by the candidate during the course of the contract.
7. A report on the approach for the proposed work. This report must carry the endorsement of the recipient research group's coordinator.
8. The scientific background of the applicant recipient research group for the last three years with a Research Memorandum approved by the UEX, which will be used for its accreditation. Moreover, the training capability of the group shall be included indicating the number of trained doctors and their current professional status.
9. Proof that the recipient research group must have financing for the project to be carried out by the requested senior researcher.
10. Evidence of the co-financing provided by the applicant research group (if applicable), indicating the source and the financing commitment for the term of the contract. This document must be signed by the coordinator of the applicant research group.

Documentation must be completed and submitted electronically via the Internet at: <http://www.unex.es/rrhmasd>. Additionally, the documents requested on paragraphs 1.7 and 10 (the latter if appropriate) must be submitted in paper format within the deadline set by the notification. Likewise, all documentary evidence for the merits claimed in the candidate's *curriculum vitae* must be provided in paper format. All these documents will be sent to the Vice-Chancellor of Research, Innovation and Scientific Infrastructure of the UEX via the General Registry of the University or by any of the procedures provided under the Law on Legal Regime of Public Administrations and the Common Administrative Procedure.

Deadline for submitting applications

The deadline for submitting applications shall be thirty (30) calendar days from the day following the publication of this notice.

Application evaluation and selection.-

The evaluation and selection of applications shall be conducted at the closing of the notification by a committee delegated by the Research Committee of the University of Extremadura, chaired by the Vice-Chancellor for Research of the UEX or a delegated person and based on the criteria listed below and their weighting percentages on the final score:

- *Curriculum vitae* of the candidate (of the merits claimed by the applicant, only those duly verified will be assessed).....60%
- The scientific background of the applicant's recipient research group for the last three years with a Research Memorandum approved* by the UEX, and the training capacity for the last three years of the recipient research group.....30%
- Memorandum of the research work to be developed10%
- Co-financing contribution by the recipient research group. The score obtained in the preceding paragraphs shall be multiplied by one of the following factors based on the amount contributed by the applicant research groups to co-finance the contract:
 - 1.1 when the financing is 10% of the total contract
 - 1.2 when the financing is 20% of the total contract
 - 1.3 when the financing is 30% of the total contract

The evaluation of the candidate's *curriculum vitae* shall be conducted according to the scale used in the selection of Scientific and Research Personnel (PCI) of the University of Extremadura published in the Resolution of 30 October 2008 by the Directorate General for Employment (DOE 17/11/2008).

(*) During the evaluation of the research group's scientific background, the Commission will use the information existing in the relevant research memoranda

approved by the UEX as a source of verification. That assessment will be conducted according to the scientific/technical production criteria pursuant to evaluation regulations for research groups listed in the catalogue of groups of the UEX.

If deemed necessary, during the application evaluation and selection process, the Commission shall request reports from experts outside the UEX.

Obligations of recipients

- Prior to the signing of the contract, the selected candidates from countries outside the European Union must have a Spanish resident visa for the maximum duration of the contract.
- They must stay during the contract year at the UEX centre hosting the recipient research group.
- Comply with the proposed research programme to be developed by the candidate during the course of the contract.
- Submit a final report within the last month of the contract that demonstrates the performance level of the Activity Programme proposed initially. This report must obtain the endorsement of the recipient research group's coordinator and will be sent to the Vice-Chancellor's Office of Research of the UEX.

J) R&D&TI SUPPORT TECHNICIANS

J1) Technical support personnel for basic research tasks (laboratory, field activities, information technology, etc.)

Objective

Employment contracts are awarded to personnel assigned to laboratories, field work, and information technology. They are, in short, the human resources that provide the support that researchers need in order to perform their research activities; this section shall be exempt from administrative duties.

Duration

The contracts for technical support personnel for basic research tasks that are granted under this notice will last one (1) year and are renewable for two more years according to budget availability.

Amount and conditions

- This notice is for fifteen (15) technical personnel contracts to perform support tasks for laboratory research, field activities, and information technology. The stipend for this type of contract will be 20,000 Euros per year, including the employer's social security contribution.
- Research Groups that apply for a contract under this notice can participate in its co-financing with up to 30% of the total amount, which will be viewed positively in the application selection process, as indicated in said paragraph.
- Two or more research groups can request one support technician to perform similar research tasks in shared time. This will be evaluated favourably in the selection process of applications, as indicated in the corresponding section.
- The contract for research task support to the research groups will be concluded between the support technician and the University of Extremadura. Applicants shall be research groups that must include a support technician proposal.

Requirements for applicants

- Vocational Training is the required qualification for this type of contract.
- Technicians must possess the required qualification at the time of filing.

Requirements for research groups

- Awarded research groups must be registered as such in the group catalogue of the University of Extremadura (UEX)
- They must have obtained research grants over the past three years.

Formalisation of applications

A single application will be submitted by the recipient research group that includes the information of the requested support technician and of the recipient group (s) of the UEX. In the event that two or more applicant groups request the same technician, the application will be submitted jointly by the applicant groups. This shall include the following documentation:

1. A duly completed standardised application form.
2. The proposed technician including:
 - a. A certified photocopy of the DNI or passport
 - b. A transcript of the diploma certifying the technician
 - c. The curriculum vitae in the standardised form
 - d. A summary table of the *Curriculum vitae*
3. A memorandum of the activity to be performed by the technician.
4. A report on the need for the support technician to perform the proposed work justifying this request. This report will also detail the impact that the proposed action will have on increasing and improving the applicant group (s)' research. The report will be endorsed by the applicant research group (s)' coordinator (s).
5. The scientific background of the recipient research group (s) for the last three years with research memoranda approved by the UEX.
6. Evidence of the co-financing provided by the applicant research group (s) (if

applicable), indicating the source and the financing commitment for the term of the contract. This document must be signed by the applicant research group coordinator (s).

Documentation must be completed and submitted electronically via the Internet at: <http://www.unex.es/rrhhimasd>. Additionally, the documents requested on paragraphs 1.4 and 6 (the latter if appropriate) must be submitted in paper format within the deadline set by the notification. Likewise, all documentary evidence for the merits claimed in the candidate's *curriculum vitae* must be provided in paper format. All these documents will be sent to the Vice-Chancellor of Research, Innovation and Scientific Infrastructure via the General Registry of the University or by any of the procedures provided under the Law on Legal Regime of Public Administrations and the Common Administrative Procedure.

Deadline for submitting applications

The deadline for submitting applications shall be thirty (30) calendar days from the day following the publication of this notice.

Application evaluation and selection.-

The evaluation and selection of applications shall be conducted at the closing of the notification by a committee delegated by the Research Committee of the University of Extremadura, chaired by the Vice-Chancellor for Research of the UEX or a delegated person and based on the criteria listed below and their weighting percentages on the final score:

- *Curriculum vitae* of the technician (of the merits claimed by the technician, only those duly verified will be assessed).....30%
- Memorandum of the activity to be performed. Particular relevance will be given to the need for a support technician to perform the proposed work and the impact that the proposed action will have on increasing and improving the applicant group (s)' research.....20%
- Scientific background of the recipient research group for the last three years with research memoranda approved* by the UEX.....50%

- Co-financing contribution by the recipient research group. The score obtained in the preceding paragraphs shall be multiplied by one of the following factors based on the amount contributed by the applicant research groups to co-finance the contract:
 - 1.1 when the financing is 10% of the total contract
 - 1.2 when the financing is 20% of the total contract
 - 1.3 when the financing is 30% of the total contract

The total score obtained in the preceding sections shall be increased by 20% for the support technician requested by two or more research groups.

The evaluation of the candidate's *curriculum vitae* shall be conducted according to the scale used in the selection of Scientific and Research Personnel (PCI) of the University of Extremadura published in the Resolution of 30 October 2008 by the Directorate General for Employment (DOE 17/11/2008), except as regards to the weighting percentages that are multiplied by the score in each of the sections of the scale, to which the following shall apply:

- Academic Curriculum..... 0.15
- Teaching Curriculum..... 0.05
- Researcher Curriculum..... 0.15
- Vocational Curriculum..... 0.60
- Other merits.....0.05

Of the merits claimed by applicants in the *curriculum vitae*, only those duly verified will be assessed.

(*) During the evaluation of the scientific background of the research group or network of groups, the Commission will use the information existing in the relevant research memoranda approved by the UEX as a source of verification. That assessment will be conducted according to the scientific/technical production criteria pursuant to evaluation regulations for research groups assigned to the UEX group catalogue.

If deemed necessary, during the application evaluation and selection process, the Commission shall request reports from experts outside the UEX.

Obligations of recipients

- Prior to the signing of the contract, the selected candidates from countries outside the European Union must have a Spanish resident visa for the maximum duration of the contract.
- Submit a report to the Vice-Chancellor of the UEX with competence in research, during the month of expiry, of the different contract annuities for the developed activity that demonstrates the performance level of the Activity Programme proposed initially. This report must have the approval of the recipient research group coordinator (s). The report will be sent to the Vice-Chancellor's Office of Research of the UEX.

J2) Project Managers

Objective

The purpose is to incorporate specialised support technicians for R&D&TI management. Therefore, in addition to monitoring the different phases of a project, they must advise researchers in assistance programmes and in new opportunities likely to be used by research groups.

Duration

The project manager contracts that are granted under this notice will last one (1) year and are renewable for two more years according to budget availability.

Amount and conditions

- This notice is for twelve (12) contracts for 25.000 Euros per contract, to be awarded annually, including the employer's social security contribution.
- The contract will be concluded between the project manager and the University of Extremadura.

Requirements for applicants

- Be a graduate, licentiate, architect, technical architect or engineer, or senior technical engineer.
- Posses experience in research management.

Requirements for recipient research groups

- Recipient groups or networks of the recipient research groups must be registered as such in the catalogue of groups of the University of Extremadura and must have obtained research grants over the past three years, greater than or equal to one million Euros or be composed of no less than 40 doctors.
- Recipient groups or networks of the recipient research groups that apply for a contract under this notice must participate with a minimum co-financing of

20% of the total contract amount. The additional co-financing of up to 30% will be viewed favourably in the selection process of applications.

- Each group or network of groups may only require the incorporation of one project manager.

Formalisation of applications

Two applications shall be provided. On the one hand, candidates who opt for a project manager will submit one individual application that must include the following documentation:

1. A duly completed standardised application form.
2. A certified photocopy of the DNI or passport
3. Transcript of the diploma certifying the Manager.
4. *The curriculum vitae in the standardised form*
5. A summary table of the *Curriculum vitae*

On the other hand, the applicant group or network of groups shall submit one project manager request which should include the following documentation:

1. A duly completed standardised application form.
2. Memorandum of the activity to be carried out by the project manager justifying this need for the group or network of groups.
3. A report on the need for the Project Manager to perform the proposed work justifying this request. This report will also detail the impact that the proposed action will have on increasing and improving the applicant group (s)' research. The report will be endorsed by the applicant research group (s)' coordinator (s).
4. The scientific background of the recipient research group or network of groups for the last three years with research memoranda approved by the UEX.
5. Evidence of the co-financing provided by the applicant research group indicating the source and the financing commitment for the term of the contract. This document must be signed by the applicant research group coordinator or by the different coordinators in the event that the applicant

is a network of research groups.

The applications for project manager candidates and applicant group or network of groups must be filled out and submitted electronically via the Internet at: <http://www.unex.es/rrhhimasd>. Additionally, the candidate's application form for each case and the supporting documentation for the *curriculum vitae* must be submitted in paper format within the deadline set by the notification. At the request of the group or network of groups, the report on the need for the Project Manager and the evidence of the provided co-financing must be submitted in paper format. All these documents will be sent to the Vice-Chancellor of Research, Innovation and Scientific Infrastructure of the UEX via the General Registry of the University or by any of the procedures provided under the Law on Legal Regime of Public Administrations and the Common Administrative Procedure.

Deadline for submitting applications

The deadline for submitting applications shall be thirty (30) calendar days from the day following the publication of this notice.

Application evaluation and selection.-

To be conducted at the end of the notification by two different selection processes. One process will evaluate the requests for a project manager, and the other one will process the requests for a project manager from a group or network of groups. In both cases, the evaluation will be conducted by a committee delegated by the Research Committee of the University of Extremadura chaired by the Vice-Chancellor of Research of the University of Extremadura or a delegated person.

In assessing applications for project managers, the candidates' *Curriculum vitae* will be evaluated according to the scale used in the selection of Scientific and Research Personnel (PCI) of the University of Extremadura published in the Resolution of 30 October 2008 by the Directorate General for Employment (DOE 17/11/2008), except as regards to the weighting percentages that are multiplied by the score in each of the sections of the scale, to which the following shall apply:

- Academic Curriculum..... 0.15
- Teaching Curriculum.....0.05
- Researcher Curriculum..... 0.15
- Vocational Curriculum.....0.60
- Other merits..... 0.05

Of the merits claimed by applicants in the *curriculum vitae*, only those duly verified will be assessed.

The assessment of the group or network of groups will be based on the following criteria and their weighting percentages on the score resulting from:

- Memorandum of the activity to be carried out by the requested project manager30%
- The scientific background of the recipient research group for the last three years with research memoranda approved* by the UEx.....70%
- Co-financing contribution by the applicant research group or network of groups of 30%. In this case the score obtained in the preceding sections shall be multiplied by 1.2.

(*) During the evaluation of the scientific background of the research group or network of groups, the Commission will use the information existing in the relevant research memoranda approved by the UEX as a source of verification. That assessment will be conducted according to the scientific/technical production criteria pursuant to evaluation regulations for research groups listed in the catalogue of groups of the UEX.

If deemed necessary, during the application evaluation and selection process, the Commission shall request reports from experts outside the UEX.

For research groups or network of groups selected during the prior evaluation process, the Commission will grant them a Project Manager from those selected according to the previously described procedure.

Obligations of recipients

- Prior to the signing of the contract, the selected candidates from countries outside the European Union must have a Spanish resident visa for the maximum duration of the contract.
- Submit a report to the Vice-Chancellor's Office of Research of the UEX, during the month of expiry, of the different contract annuities including the performance level for the activities to develop:
 - Promoting the research group or groups and finding partners for their activities.
 - Preparing proposals for obtaining public assistance for R&D&TI.
 - Preparing tenders for companies and negotiating R&D&TI contracts.
 - Developing and maintaining the technological offer of the research group or groups
 - Managing projects for the research group or groups.