

PUBLIC NOTICE PV 05/2023 - PRPPG/ UFBA
HIRING A VISITING PROFESSOR FOR 2023
SIMPLIFIED SELECTION PROCESS FOR HIRING VISITING
PROFESSORS

The Federal University of Bahia (UFBA), through the Postgraduate Research Dean's Office (PRPPG), in the use of its legal attributions aimed at improving *Stricto Sensu* postgraduate programs, makes public the opening of registrations in a simplified selection process for hiring VISITING PROFESSORS, pursuant to Law no. 8,745, of 12/09/1993, with the changes introduced by Laws no. 9,849/99 and No. 10,667/03 and Decree No. 7,485, of 05/18/2011, and Law No. 12,722, of 12/28/2012.

1. Receipt of Documentation

- 1.1. The *Stricto Sensu* Postgraduate Program interested in selecting visiting professors must publish the call for the internal selection process on its website.
- 1.2. Once the internal selection is completed, the program must forward the list of those selected, ordered by priority, to the Dean of Research and Postgraduate Studies (PRPPG), attaching:
 - a. Registration Form available at www.propg.ufba.br.
 - b. Approved records, in PDF format, by the relevant collegiate informing:
 - i. link to publicize the program's internal call;
 - ii. hiring period of each of the selected professors;
 - iii. priority order;
 - iv. confirmation of professor's exclusive dedication regime at UFBA;
 - v. self-declaration of self-declared black candidates (black and brown, according to IBGE);
 - vi. confirmation that the relevant scientific production and experiences of

guidance of the selected person are compatible with the criteria adopted by the Postgraduate Program (PPG) for accreditation as a Permanent Professor;

- c. Records of the Unit's Congregation or document issued by the Director of the Unit to which the postgraduate program is linked, confirming the internal pre-selection carried out by the Postgraduate Collegiate, indicating the Department or Academic Coordination of allocation of pre-selected candidates
- d. Work plan with a maximum of 10 pages, detailing the academic and scientific activities to be carried out within the scope of the Postgraduate Program during the hiring period, explaining the planned schedule and expected products/results as a result of the selected professor's action / within the scope of the PPG, their area(s) of concentration and research topics. The plan may include a Scientific Initiation guidance activity, and the PRPPG will provide a Scientific Initiation quota for this event, per visiting professor, with a maximum duration of 12 months. The plan should not be configured only as a research project, since the investigative activity is one of the elements that make up the actions to be performed during the contract. The work plan must be signed and initialed by the candidate, in PDF format;
- e. Curriculum Vitae (CV) of the candidate, in PDF format, even if it is a CV from the Lattes Platform;
- f. Doctoral diploma, in PDF format;

The absence of these items (a - including those mentioned in the minutes, b, c, d, and e) leads to disqualification of the proposal(s).

2. Vacancies

In this public notice, UFBA will make 25 vacancies available. If not filled, for whatever reason, the vacancies will be assigned to the sequential alternate candidate for the call as a whole.

For purposes of counting the degree time, the deadline for sending the documents of the candidates selected by the Postgraduate Programs will be considered, according to the schedule below.

3. The Schedule

Requests will be received according to the following schedule:

19/05/2023	Public Notice Release
20/07/2023	Deadline to submit the documents of the Postgraduate Programs' selected candidates to the PRPPG by using the following form: https://forms.gle/9cHR5EsmzfBFWM5e8
Until 08/08/2023	Disclosure of the preliminary result, available on the website: www.propg.ufba.br
09/08/2023 to 11/08/2023	Resource request period
15/08/2023	Disclosure of the final result, available on the website: www.propg.ufba.br

4. Selection Criteria

The selection will take place through analysis of the CV and work plan, by the Multidisciplinary Committee specially designated for this purpose.

To apply for this public notice, the professor must demonstrate, at a minimum, relevant academic and scientific production and guidance experience compatible with the criteria adopted by the PPG for accreditation as a Permanent Professor.

Priority is given to candidates with the characteristics of a senior visitor, with outstanding

academic-scientific production, professional experience and accumulated guidance, who can effectively contribute to the development of the production of the research groups of the Postgraduate Program, for the formation of human resources and cooperation networks, including outside UFBA, enabling proposals for joint actions that result in academic-scientific production.

The Multidisciplinary Committee will evaluate the proposals, considering the following criteria and percentage weight:

Criteria	Percentage Weight
Candidate's CV, considering the academic-scientific production, professional experience and accumulated guidance	50%
Work plans, noting their merit, relevance, activities to be developed, and the results.	35%
Interaction with PPG faculty and/or research groups, valuing the formation of cooperation networks and other joint activities	15%

In the event of a tie between candidates, the committee may use the following elements, among others, to indicate approval, when applicable:

- a) Prioritization of female researchers;
- b) Proportion of visiting professors active in the PPG who indicated the candidate;
- c) Seniority, characterized by experience accumulated in activities typical of stricto sensu postgraduate studies.

5. Resources

An appeal request must be filed using the following form according to the schedule, item 3:

<https://forms.gle/vHSoi96p1KL5DsF18>

6. Vacancies Reserved for Black Candidates

- 6.1. 20% (twenty percent) of the total vacancies will be reserved for Black candidates. That is, 5 vacancies, of the simplified selection process, in the form of Art. 1 of Law No. 12.990/2014.
- 6.2. Vacancies will be distributed as follows: (a) the first 20 vacancies will be allocated to the wide competition (non-opting and opting for vacancies reserved for black candidates - black or brown), (b) the remaining five vacancies will be allocated to vacancies reserved for blacks (blacks or browns).
- 6.3. To compete for one of these vacancies, the candidate must, when enrolling in the PPG, choose to compete for vacancies reserved for blacks (black or brown) through a duly signed self-declaration document (Annex I), according to the color or race criteria used by the Brazilian Institute of Geography and Statistics Foundation – IBGE.
 - 6.3.1. All PPGs will be able to enroll in reserved places, as long as the candidate makes the choice on the form and completes the self-declaration.
 - 6.3.2. Until the end of the candidate's registration period in the PPG for the Simplified Selection Process, the candidate will have the option of withdrawing from running through the vacancy reservation system.
- 6.4. The self-declaration will only be valid for this Simplified Selection Process of this Public Notice.
- 6.5. The information provided at the time of registration is the sole responsibility of the candidate, who must answer for any declaration or information of false content, to the competent authorities.

6.6. Black candidates who choose to compete for vacancies pursuant to item 6.3 will compete, concurrently, for reserved vacancies and vacancies intended for wide competition, according to their classification in the selection process.

6.6.1. Black candidates approved within the number of vacancies offered to the wide competition will not fill the vacancies reserved for black candidates.

6.7. In case of withdrawal of a black candidate approved in a reserved vacancy, the vacancy will be filled by the alternate black candidate.

6.7.1. In the event that there are not enough black candidates approved for the reserved vacancies to be occupied, the remaining vacancies will be reverted to a wide competition and will be filled by the other approved candidates, observing the order of classification in the selection process

6.8. In the final phase of the selection process, the vacancies of the wide competition will be distributed according to the evaluation of the candidates, being assigned indistinctly to opting and non-opting until reaching their maximum limit.

7. Requirements for Hiring

- a) Hold a doctorate degree for three full years, during the enrollment period with the Postgraduate Program (PPG), evidenced by means of the degree date recorded in the diploma (front and back copy);
- b) Not to be an active servant of the direct or indirect Administration of the Union, the States, the Federal District and the Municipalities, as well as an employee or servant of its subsidiaries and controlled companies, in accordance with Art. 6 of Law No. 8.745/93;
- c) If you have a public employment relationship, you must be retired, or officially licensed, if the relationship is with private institutions, at the time of hiring you must be disconnected;
- d) Meet the requirements for working at UFBA with an Exclusive Dedication Work Regime;
- e) Have not been hired in the last 24 (twenty-four) months, based on Law no. 8.745/1993 of 12/09/1993;

- f) Not be a professor or administrative technician of higher education retired by UFBA;
- g) Not to reside in the State of Bahia, attested by means of proof of residence and declaration of the candidate.

8. Duration of the Employment Contract

8.1. The Employee Contract Must Have:

- a) Minimum duration of 1 (one) year, in the case of a Brazilian professor, and may be renewed as long as the total term does not exceed 2 (two) years.
- b) Minimum duration of 1 (one) year, in the case of a foreign professor, and may be renewed annually as long as the total term does not exceed 4 (four) years.

8.2. The duration of the contract will be linked to the period of development of the employment plan in the Postgraduate Program in which the contract will work.

9. Work Regime and Remuneration

9.1. The Multidisciplinary Committee will also recommend the classification of approved candidates for the purposes of equivalence in terms of remuneration, distributing them among the classes of Adjunct, Associate, or Full Professor, as per **Annex II**.

9.2. The contracted person will be submitted exclusively to the work regime of 40 hours per week with Exclusive Dedication.

10. Employment Contract

10.1. The PRPPG will send to the Directorate of the Faculties, to which the Postgraduate programs are linked, a list of the visiting professors selected by the Multidisciplinary Committee;

10.2. In order to carry out the visitor hiring process, the Postgraduate Programs must send the following documents to the PRPPG, through the e-mail visitor@ufba.br

10.3. Brazilian Candidates

- a. Copy of doctoral diploma (front and back). If the back does not have records, declare that there is no information on the back of the diploma;

- b. Declaration that you do not reside in the state of Bahia;
- c. Copy of identification document;
- d. Copy of CPF;
- e. Copy of proof of residence;
- f. PIS/PASEP;
- g. Reservist certificate (if male);
- h. Voter identification; and
- i. Electoral discharge certificate.

10.4 Foreign Candidates

- a) Document declaring that you are not a resident in Brazil;
- b) Copy of passport (photo and number);
- c) Copy of doctoral diploma (front and back). If the back has no records, declare that there is no information;
- d) Translation of the diploma or equivalent document, when the title was obtained abroad;
- e) Work visa. **NOTE:** UFBA will request a work visa for the visitor and its concession will depend on the agenda of the Ministry of Labor

11. Employment Contract Renewal

The employment contract may be extended up to the maximum limits set out in **item 8**. The request for renewal must be formalized by the relevant Postgraduate Program through SIPAC (identifying in the Process under the item “Name of Interested Party”, the name of the visiting professor who will have renewed the contract). The process must be sent to the PRPPG (Code 12.01.74,) at least, 60 (sixty) days before the termination of the teacher’s contract.

The Postgraduate Program must attach the following documents to the application:

- a) Records approved and signed by the relevant collegiate, containing the assessment of the claim and the period of renewal of the employment contract;
- b) Report of the activities carried out by the visiting professor, explaining the results obtained

during the period of his/her contract, evidencing academic and scientific production and the contribution in the formation of human resources. We point out that this document must be signed and initialed by the visiting professor.

- a) Work plan for the requested period, signed and initialed by the candidate, presenting the same elements required, during the process (1.2.d of this public notice), with adequacy;

Renewal requests will be judged by the Dean of Research and Postgraduate Studies, assisted by ad hoc consultants, when necessary.

12. Final Provisions

12.1. In the event of the withdrawal of one or more approved candidates, the substitutes will be called to take over the available vacancies in strict accordance with the ranking order indicated by the Multidisciplinary Committee designated for the judgment, except for cases of completeness of reservation of vacancies.

12.2. Candidates who have already been hired based on Law no. 8745/93 may be hired again, provided that 24 (twenty-four) months have passed since the end of the previous hiring.

12.3. As the hiring of a Visiting Professor must comply with Law no. 8.745/93, the candidate's registration in the event implies his/her commitment to accepting the conditions established by this Public Notice's selection process.

UFBA will not reimburse expenses of any nature related to this announcement.

12.4. UFBA will not bear expenses other than the professor's monthly remuneration during the contract period. Therefore, the costs of obtaining a visa, consularization and recognition of titles, insurance of any nature, displacements or changes, and/or housing and accommodation are borne by the professor. The Institution is also not responsible for the costs or expenses of spouses, family members, or any companions.

12.5. Health insurance must be contracted to cover medical, hospital, dental, or related expenses. The health insurance contracted must ensure that the beneficiary obligatorily covers **funeral repatriation** and monitoring of at least one family member in case of serious occurrences (foreign

visiting professors).

12.6. This public notice may be canceled or amended, in part or in whole, at any time, provided supervening reasons so determined, without this generating rights or obligations in relation to any interested parties.

12.7. The validity period of the selection process will be 1 (one) year from the date of publication of the selection result in the Official Journal of the Union.

12.8. The Dean of Research and Postgraduate Studies will resolve omissions.

Salvador, May 18th, 2023.

ANNEX I

Self-Declaration

I, _____, registered under CPF number, _____ And RG (Brazilian Identification) number ____, declare, under the penalties of the law, that I am black or brown according to the categories established by the Brazilian Institute of Geography and Statistics - IBGE, and I inform that when registering for Public Notice PV 05/2023-PRPPG/UFBA I declared myself as a person of color black or brown for the purpose of reserving vacancies for black candidates. In this act, I ratify the information provided in the registration.

Salvador, _____ of _____

ANNEX II

FRAMEWORK

Title Date	Class/Level
Doctorate until 2004	Holder
Doctorate between 2005 and 2006	Associate 4
Doctorate between 2007 and 2008	Associate 3
Doctorate between 2009 and 2010	Associate 2
Doctorate between 2011 and 2012	Associate 1
Doctorate between 2013 and 2014	Adjunct 4
Doctorate between 2015 and 2016	Adjunct 3
Doctorate between 2017 and 2018	Adjunct 2
Doctorate between 2019 and 2020	Adjunct 1