

CALL FOR APPLICATIONS: RESEARCHER

Job/position/grant:

Job reference:	AE2023-0315 (Plurianual_LA - AG) INESC TEC - Instituto de Engenharia de Sistemas e Computadores, Tecnologia e Ciência
Job/position/grant:	RESEARCHER
City:	Porto
Research field:	Main: INFORMATION SCIENCE Sub:

Job summary:

INESC TEC is accepting applications for 1 RESEARCHER job in the Information Management	
Project:	Financiamento Laboratório Associado
Scientific Advisor:	Isabel Macedo
Duration of the contract:	from 2023-09-04 to 2024-09-03, eventually renewable.
Location:	INESC TEC, Porto, Portugal

Job description:

Work Area: Information Management
Project overview: In the Information Management area, he/she will coordinate the collection and management of information from INESC TEC's R&D projects and Scientific Domains. To this end, he/she will liaise with several internal stakeholders to obtain and validate information, ensure its organisation and quality control, and define and monitor the creation of communication supports for projects and Domains. In the area of continuous improvement, he/she should develop actions to analyse business processes in order to optimise response times and working methods, ensuring the monitoring and implementation of corrective actions, in close coordination with various internal stakeholders.
Objectives: Information management of INESC TEC's R&D projects and Scientific Domains. Development and implementation of continuous improvement methodologies in internal processes and procedures. Monitoring processes and specifying and analysing indicators of scientific and administrative activity.

Academic Qualifications:	Master in Information Science
Minimum profile required:	Excellent interpersonal skills Excellent organisational skills Good written and verbal communication skills Solid knowledge in process mapping, analysis and improvement
Preference factors:	Solid knowledge in Business Analytics

Funding Entity:	funded by National Funds through FCT - Portuguese Foundation for Science and Technology, I.P., project (reference LA/P/0063/2020)
Type of contract:	fixed-term contract
The hiring shall be governed by what is stipulated in the legislation in force regarding fixed-term employment contracts and by INESC TEC norms.	

Selection criteria:	The selection of the candidates will be based on the following criteria, in descending order of consideration: a) Relevant Curriculum in the concerned field of this tender b) Proven experience.
Selection Jury:	President of the Jury: Prof. Gabriel David; Member: Prof. Rui Carlos Oliveira; Member: Prof. Aníbal Matos;
Notification of results:	The results of the selection process will be sent to the interested by electronic mail.
Application period:	From 2023-07-27 to 2023-08-09
Application submission:	Electronic form filling in www.inesctec.pt in the section Work with Us

