

1. General rules

- a. The purpose of this call is the selection of temporary teaching and research staff in the category of Associate Professor, for incorporation in UAB departments during the academic year 2019-2020.
- b. The resolution of the call will result in a list of possible candidates ranked by score for each of the places subject to this call. This list will facilitate the incorporation of approved candidates, by ranking order, into positions which become available as per requirements throughout the academic year 2019-2020.
- c. The regulations governing the call are provided by:
 - i. Organic Law 6/2001, of 21 December, on Universities (LOU), and Organic Law 4/2007, of 12 April, which modifies Organic Law 6/2001, of 21 December, on Universities (LOMLOU);
 - ii. Law 1/2003, of 19 February, on Catalan Universities;
 - iii. the Collective Agreement for teaching and research staff of Catalan public universities;
 - iv. the Statutes of the Autonomous University of Barcelona, approved by Decree 237/2003, of 8 October, of the Generalitat de Catalunya;
 - v. the Regulations on academic personnel approved by agreement of the Governing Council of the Autonomous University of Barcelona on 17 November, 2010 and modified on several occasions, the last being 13 March, 2019;
 - vi. all other applicable regulations.
- d. Details of the places subject to this call are included in Annex 1 of these regulations.

2. Elements of contracts for Associate Professors

- a. Purpose: the undertaking of teaching activities.
- b. Duration: per semester or academic year.
- c. Working schedule and salary: part-time, salary in accordance with current remuneration scales for 2019.

- d. Contractual nature: Associate Professor contract (article 53 of Organic Law 6/2001, of 21 December, on Universities).

3. Requirements

a. General requirements:

- i. The minimum age as required by current regulations.
- ii. To not suffer from any disease or be affected by any physical and/or psychological limitations that would be incompatible with carrying out the corresponding functions.
- iii. To not have been prevented by disciplinary proceedings from serving in any office of the public administration, nor be disqualified by any judgement from carrying out public service.
- iv. Possession of valid work and residence permits prior to completing the corresponding contracts, in the case of non-EU citizens and persons not included within the scope of international treaties established by the EU and ratified by the Spanish state.
- v. To not have incurred any reason for incompatibility under the provisions of Law 53/1984, of 26 December, on Incompatibilities of personnel in the service of public administrations.

b. Specific requirements:

In accordance with article 16.3 of the Collective agreement for teaching and research staff of Catalan public universities, proof that the candidate is **engaged in work or professional activity** outside the academic field at the time of recruitment must be provided, or otherwise certification of a **minimum of 2 years activity over the previous 4 years**. This proof may be provided by the following documents:

- i. **Freelancers/Professionals:** Work history report from Social Security, freelancer registration document, or a certificate from an official entity showing the date of registration and payment of contributions in the case of not being required to affiliate with the autonomous regime, and VAT certificate and income tax return for the previous quarter, for professionals registered with Social Security.

- ii. **Employees.** Copy of the current contract and most recent payroll receipt, or company certificate showing the professional category, or work history report from Social Security in cases where the candidate is not currently working.
- iii. **Public servants.** Certificate of services provided or work history report, where registered with Social Security. In the case of non-academic staff from other universities, the certificate of services provided must be provided.

4. Applications

- a. Anyone interested in taking part in the call must submit the corresponding application electronically, using the online form made available for this purpose via the UAB web portal, or in accordance with the procedure established by article 16.4 of Law 36/2015, of 1 October, on Common administrative procedures of public administrations.
- b. Submission of applications may be made from **27 April to 5 May, 2019**.
- c. Applicants must attach the following documents to their electronic application, in PDF format (max. 2MB):
 - i. identity document;
 - ii. complete curriculum vitae (free format);
 - iii. further documentation and/or information which may be requested during the selection process to properly assess the candidacy.

5. Selection

a. Admissions

- i. Once the submission deadline has passed, provisional lists of successful and unsuccessful candidates will be made public, along with the reasons for any exclusions related to the requirements of point 3 of these regulations. This information will be published on the bulletin board of the UAB web portal, indicating the date of publication of the definitive list of admitted candidates.

- ii. Applicants will have a period of four business days to present any claims, from the day after the publication of the provisional lists, in response to and in order to rectify reasons for exclusion.
- iii. University administration may at any time correct, ex-officio or at the request of a party, any material, factual and/or arithmetical errors that occur in the procedure.
- iv. In cases where excluded applicants provide no response to the reasons for their exclusion within the established period, they will be considered to have withdrawn from the call and, therefore, their exclusion will be definitive.
- v. The publication of definitive lists will occur on the date indicated on the provisional lists, by the same means and on the UAB web portal.
- vi. In accordance with the provisions of article 45 of Law 39/2015, of 1 October, on Common administrative procedures of public administrations, upon the presentation of the resolutions to the call by the means indicated above, it will be considered that timely notification of the interested parties has been fulfilled and the period for presenting possible claims or additional information closed.

b. Selection Committee

- i. Selection committees are comprised of three Professors, assigned from the relevant departments, and three substitutes will be named. The relationships of these committee members is outlined in annex 2 to this call.
- ii. Regulations on internal operations of selection committees are in accordance with the provisions of Law 26/2010, of 3 August, on Legal and procedural systems of public administrations in Catalonia.

c. Selection process

- i. For each place on offer the Selection Committee must assess, as a minimum, the following mandatory criteria:
 - Academic record
 - Professional experience
 - Relevant teaching experience
 - Language skills

Additional aspects which are considered appropriate may be evaluated, where deemed necessary.

- ii. Determination of selection criteria will be carried out in accordance with the provisions of article 58.3 of the Regulations on academic personnel: “The department to which the position subject to the call corresponds must determine, within a maximum period of 15 days after the announcement of the call, the criteria that the Committee will take into account in its resolution. These criteria, as well as the composition of the committee, must be made public at least 15 days before it takes place”.
- iii. Prior to the assessment of candidates, the Committee will inform the Area of Academic Affairs of the criteria for each place, which will publish the definitive resolution of admitted and excluded candidates.
- iv. Once an assessment of each applicant is made, in accordance with the established profiles and requirements, the Committee will prepare an individual evaluation report on each candidate and a prioritized ranking of all candidates, in line with the established selection criteria, and will formalize a proposal of recruitment of the candidate ranked in first place. If no candidate is considered fit for the position, the call will be declared null and void.
- v. In the event that a candidate who has applied to more than one place is the winner of multiple places, he or she must choose one before the date established in the resolution of the call and provide the relevant documentation to the corresponding department, and renounce the other places to which he or she had been accepted.
- vi. Successful candidates may refuse to formalize a contract. In any case, candidates who do not submit the required documentation to the department within the period established in the resolution of the call, without justified cause, will be considered to have renounced the place offered them.

6. Call resolution and signing of contracts

- a. The Selection Committee will put the abovementioned proposal to the Rector, who will authorize the corresponding ranked list of candidates for

each place and the hiring of the top ranked candidate, who must formalize the corresponding contract within the period established in the call resolution. In the event of this candidate renouncing the contract, the place will be offered to the next on the list, and so on, successively.

- b. To formalize a contract, the winning candidate must present the corresponding department(s) with documentation proving the fulfilment of all requirements established for the category, as well as any other documentation required for the formalization of the contract, within the period established in the resolution of the call.
- c. In the event of a candidate resigning after signing the contract, the UAB may choose between offering the contract to the next candidate on the corresponding list, or leaving the place vacant.
- d. By default, to facilitate the signing process and improve management efficiency, contracts must be signed digitally. In exceptional circumstances where digital signature is not possible, each case will be assessed individually.

7. Claims and complaints

In response to a proposal of the Selection Committee, candidates may file a claim or complaint to the Rector, within a maximum period of ten days from the day following the date on which the Committee makes public the result of the call.

The Complaints Committee is responsible for evaluating claims and complaints that are brought against the proposals of call selection committees. The resolution of these shall follow the procedure determined by article 50 of the UAB Regulations on academic personnel.

The Rector's resolution on the allocation of places is the definitive administrative action. To counter this resolution, interested parties may lodge an appeal before the Contentious Administrative Court of Barcelona, within two months from the day after the publication of the resolution.

Additionally, interested parties may also submit an appeal for reversal before the Rector within a period of one month from the day after the publication of said resolution. In this case, a contentious administrative appeal cannot be filed until the appeal for reversal has been entirely resolved or rejected.

8. Rights and responsibilities

Personnel selected through this call will have the rights and responsibilities established by the current labour law applicable to them, and especially those provided for by the Collective agreement for teaching and research staff of Catalan public universities, the UAB Statutes, the UAB Regulations on academic personnel, as well as all current UAB regulations regarding academic dedication and research activity as they correspond to each of the categories of this call.
