

## INVESTIGA@UIB PROGRAMME

### 3. RECRUITMENT PROGRAMME FOR TECHNICAL EXPERIMENTAL SUPPORT STAFF (PTSE)

#### I. Purpose

The programme aims to raise research, innovation and transfer performance capacity at the UIB's R&D&i structures by recruiting five (5) experimental support technicians for a two-year term. As set out in university regulations, research activity is undertaken by many different professionals: researchers, including researchers in training; experimental support technicians; support staff for main scientific and technical equipment and facilities, and technical and operational project management staff, including local staff. Hiring technical experimental support staff (PTSE) contributes to strengthening experiments and fieldwork at research and innovation facilities with a view to optimising results and knowledge transfer in the productive sector and society as a whole.

#### II. Applicant Requirements

1. Individuals who are PIs in a consolidated group or R&D&i group may be applicants and beneficiaries of these grants
2. The application must set out the need for an experimental support technician staff member, accrediting:
  - a) Experimental support: a list of ongoing projects and associated funding justifying the experimental support duties to be performed by the PTSE
  - b) The applicant team: explicit support for the application by 10 coordinating or established researchers (including the applicant), in accordance with the profiles set out in Regulatory Agreement 15350/2024
3. PIs at R&D&i structures who have recruited a technical experimental support staff member whose duties are planned to end after six (6) months from the day following publication of this call are not eligible for these grants. In this regard, the committee will consider and decide whether this requirement is fulfilled based on the specificities and scope of the support covered by current contracted technicians.

#### III. Experimental Technical Support Staff Requirements

1. Individuals whose recruitment is funded by this programme must meet the following requirements:
  - a) Have an official undergraduate degree on the deadline for application submissions
  - b) Individuals who have been awarded other grants for recruiting category A, category B or specialist technical research support staff at the time this call is published are not eligible for this recruitment drive, in accordance with [Executive Agreement 15602/2024 of 4<sup>th</sup> September](#) that regulates the Salaries of Research Staff, as well as Technical and Operational Research Support Staff affiliated to Projects, Competitive Grants to Recruit Staff, R&D&i Structures, Chairs, Agreements and Contracts in Article

60 of Organic Law 2/2003 of 22<sup>nd</sup> March on the University System, where the UIB participates

- c) Individuals who have an employment relationship with the UIB may apply for this recruitment drive provided the duties set out in the contract are planned to end before 1<sup>st</sup> January 2026.

#### IV. Criteria for the Activities

1. The activities subject to recruitment of technical experimental support staff (PTSE) will run for a maximum of two (2) years. The operational period will start on the date the PTSE staff members join the UIB, notwithstanding what is set out in Point 10 regarding suspensions and renewals for the performance period of the activity in question.

The selected candidates must join the UIB within three (3) months starting from the day following the date the award decision is published

2. Applicant PIs may only submit a single grant application for this programme. Where they submit more than one, only the last recorded submission will be considered. Other members on the applicant team may only provide support to a single grant application. Where they support more than one application, only the support included in the last recorded submission will be considered

3. Recruited technical experimental support staff must at least undertake the duties set out in the application report and be supervised by the applicant

4. The application assessment and selection procedure shall be performed as per the following criteria:

**Criteria 1.** The candidate's scientific and technical background (max. 30 points).

**Sub-criteria 1.1.** The candidate's scientific and technical contributions (max. 20 points). The candidate's academic record and other merits included on their CV (research support activities, research activity, stays at national and international centres, specialised training courses on experiments, languages, awards from competitive calls, participation in scientific outreach activities, other qualifications, and competitive grants and scholarships, etc.) shall be considered

**Sub-criteria 1.2.** The candidate's suitability for the proposed research support activities (max. 10 points). The candidate's suitability for the proposed research support activities shall be considered based on their previous training and experience. In this sense, consideration will be given to what the activity will contribute to their technical and research career, as well as with regard to value added for the host team

**Criteria 2.** Impact (max. 70 points).

**Sub-criteria 2.1. The impact on the applicant team's scientific activity (max. 50 points)**

The expected impact from the candidate's contribution to strengthening and/or diversifying the host team's research areas, as well as their findings, shall be considered. Moreover, the impact from said contribution to strengthening R&D&i activities, including

scientific and technical findings, outreach, and knowledge and technology transfer activities, shall be assessed

**Sub-criteria 2.2 The impact on the candidate's training, employability, and academic or professional career path (max. 20 points)**

The activity's expected impact on the candidate's training, employability, and academic and professional career path shall be considered, taking into account the experience they will acquire. In addition, the usefulness, applicability and future reach of the activity, as well as the relevance and scientific renown of the team that the candidate will join, shall be assessed

**Tie-breaks.** Where applications are awarded the same mark leading to a tie, the application with the highest score for criteria 2, 2.1, 2.2, 1, 1.1 and 1.2 will be selected, in line with the order of these criteria. Where the situation remains the same, the selection committee shall organise a tie-breaker draw.

The maximum score is 100 points. Applications need to have been awarded at least 75 points to be eligible for funding

5. The selected candidates linked to the grants shall be recruited through a scientific and technical contract for activities linked to research areas or scientific and technical services, including scientific and technical management. These contracts are governed by Article 23 (b) in Act 14/2011 of 1<sup>st</sup> June on Science, Technology and Innovation (LCTI), amended by Act 17/2022 of 5<sup>th</sup> September

6. The salary linked to the contract shall align with what is set out in Executive Agreement 15602/2024 of 4<sup>th</sup> September that regulates the Salaries of Research Staff, as well as Technical and Operational Research Support Staff, under the category of senior technician, category B

7. The grants will fund the following items linked to the project activities: the recruitment expenses and redundancy settlement at the end of the contract, considering the minimum salary

8. The award of grants set out in this resolution is subject to budget availability.

**V. Allocation of Funds**

1. The minimum gross annual salary for the contract is 19,942.63 euro for both years, notwithstanding the compensation rights set out in Executive Agreement 14892/2023 of 19<sup>th</sup> April on Salary Rises for Research Staff Recruited under Chapter 6 Allocation at the UIB

2. The minimum set salary may be supplemented by funds provided by the applicant, with approval from the relevant organic classification supervisor.

**VI. Application Submission Deadline and Method**

1. Grant applications on this programme must be submitted using the application form on the Research Staff Portal ([PPI](#)), setting out the list of projects and experimental support duties. It

must also state that the candidate fulfils the requirements set out in Point 3. Where applicable, the organic classification with the available funds to jointly fund the contract must be specified

2. The application submission deadline period shall run from the date this decision is published to 11.59 pm (CET) on 15<sup>th</sup> January 2025.

## **VII. Grant Application Content and Documents**

1. Applications must be submitted alongside the following documents:

a) The candidate position and activity report, including a list of projects and activities to be undertaken. The document may run to no more than four (4) pages. The template attached to the resolution must be used

b) An abbreviated CV (ACV) in Catalan, Spanish or English running to no more than four (4) pages. The template is available on the Spanish Foundation for Science and Technology (FECYT) website: <<https://cvn.fecyt.es>>. It must include the average mark for their undergraduate academic record (where applicable, not weighted with the average mark for their master's academic record)

c) A copy of the transcript for all qualifications or training candidates have passed by the application submission date, issued or provided by the academic institution in question. The marks awarded (and the dates when they were obtained) for the relevant subjects on the qualification or training programme must be stated on the transcript. Applications must include a sworn statement that the qualifications or training included in the transcripts have been passed by the application submission date.

Where the transcript is not in Catalan, Spanish or English, it must be submitted alongside a sworn translation into one of these languages.

Transcripts issued by overseas centres must also include the minimum and maximum grades within the relevant assessment system, as well as the passing grade

d) Supporting documents for the merits included in the candidate's CV or a sworn statement signed by the interested party

2. Only information included in the position and activity report, the CV and transcript submitted alongside the application shall be considered for assessment purposes. The information contained in these documents may not be amended at a later date. Where candidates request the documents be amended, rectified or clarified, they must provide the relevant information prior to the application submission deadline

3. Each candidate may only be included in one grant application. In turn, the applicant team may only put forward a single individual for the recruitment grant application. At no stage may the candidate be substituted, whether during the pre-grant award procedure or at any post-grant award stage

4. An applicant's submission of a grant application implies consent to provide third parties with the information contained therein for subsequent statistical, historical or scientific processing, within the framework of Organic Law 3/2018 of 5<sup>th</sup> December on Personal Data Protection and Guarantee of Digital Rights.

### **VIII. Evaluation Procedure**

1. Submitted grant applications shall be assessed by an external assessment agency in accordance with recognised international best practice standards. The relevant assessment criteria are set out in Point IV.4 herein
2. The external assessment results shall be submitted to a selection committee comprising the following members:
  - i. The relevant Pro-Vice-Chancellor for Research (or delegated representative), as chair
  - ii. The members of the Research Area Assessment Committee (CARAI)
  - iii. The Head of the Management Office for the Research Promotion and Human Resources Programme (or delegated representative), as secretary who may speak but not vote
3. The selection committee members shall be subject to the recusal and abstention reasons set out in Act 39/2015. All committee members must sign a statement that they have no conflicts-of-interest
4. In the event of absence or illness, or where a committee member has recused or abstained her/himself, the affected members shall be replaced by alternate members from the CARAI
5. The selection committee shall write a grant award proposal and may decide to include an unlimited number of alternates to be awarded the position in strict order of ranking, where the initially selected candidate terminates the contract for whatever reason. In this instance, and no later than six (6) months after the initial recruitment date, the proposal to include the alternate applications shall be automatic, following the established order of ranking and without any need to begin a new recruitment process.

### **IX. Grant Incompatibilities and Combinations**

Contracts funded by grants from the recruitment programme for technical experimental support staff are incompatible with any other ongoing employment contract for technical staff, as well as any other salary-based remuneration, where this hinders the research support purpose of the grant and/or the relevant activity takes place in the same schedule. Moreover, these contracts may not be combined with other grants with a similar purpose.

### **X. Amending Award Decisions**

The UIB may decide to suspend and extend the performance period of the recruitment programme for technical experimental support staff where activities are suspended due to temporary incapacity during pregnancy during the contract period. The performance period suspension and extension may be requested for as long as the temporary incapacity endures. For other instances of temporary incapacity, a performance period suspension and extension may be requested where the temporary incapacity lasts for at least two (2) consecutive months. Suspensions due to different reasons than those stated above, or those notified outside the deadline set in this section, shall not lead to an extension of the performance period. The request to suspend and extend the performance period for activities must be submitted within two (2) months from the date on which the circumstance leading to suspension occurs.

In general, the year where the suspension occurs shall be extended for the same amount of time the suspension lasts.

#### **XI. Scientific and Technical Monitoring of the Activities and Obligations of Recruited Individuals**

1. Recruited individuals must produce a six-month scientific and technical monitoring report and a final report for entire grant performance period, even in the event of early withdrawal

2. The activity undertaken by technical experimental support staff shall be assessed on a six-monthly basis by the Research Area Assessment Committee for the time they remain on the programme. The contract may be terminated where they fail this assessment

3. PTSEs and the teams they support must publicise the public nature of the funding for the scientific and technical activity by specifically referencing the INVESTIGA@UIB programme, the UIB awarding body and the joint funding from the:

*2023 Annual Sustainable Tourism Promotion Plan  
(ITS2023-086 - Research Promotion Programme)*

in all publications, conferences, outreach activities for findings and any other activity arising from the grants to recruit technical experimental support staff awarded under the framework of this resolution.

#### **XII. Funding**

This activity may be jointly funded by the 2023 Annual Sustainable Tourism Promotion Plan (ITS2023-086 - Research Promotion Programme).

#### **XIII. Final Provision**

1. This decision and all administrative steps arising from it may be appealed in the form and manner set out in Act 39/2015 of 1<sup>st</sup> October on the Common Administrative Procedure for Public Administrations

2. The Executive Council is responsible for deciding on any dispute possibly arising from the interpretation of this resolution

3. All designations of governing bodies, representation, posts, duties and members of the academic community, as well as any that appear in this resolution in masculine or feminine, shall be understood as referring without distinction to the individual in question, regardless of gender.

Pro-Vice-Chancellor for Scientific Policy and Research  
Víctor Homar

Palma, on the date stated in the electronic signature.