RESOLUTION of the Vice-Chancellor of Research of Public University no 424/2021, of 25 February, calling a selection process to hire researcher to carry out the Research Project "TOUCHLESS Touchless Haptic Experiences with Neurocognitive".

As of 22 February 2021 the Research Service requests to call a selection process to hire research staff as Project Collaborators to carry out the Research Project "TOUCHLESS Touchless Haptic Experiences with Neurocognitive". Mr Asier Marzo Pérez, PhD Assistant Lecturer, is the researcher in charge. He is part of the Department of Statistics, Computer Science and Mathematics.

Having regard to the report-proposal from the Head of the Staff Management Section, which has been approved by the Head of the Human Resources Service.

In exercise of the powers vested by Resolution of the Chancellor of Public University of Navarra no 1420/2019, of 3 July, which approves the general structure of the governing council and determines their functions,

I HEREBY DETERMINE:

One.- The approval of the call for selection process to hire as researching staff to carry out the Research Project "TOUCHLESS Touchless Haptic Experiences with Neurocognitive", as well as its rules.

Two.- To communicate this resolution to the members of the Selection Committee and the Research Service.

Three.- To command the publication of this resolution on the webpage of the University and in the Official Gazette of Navarra.

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Pamplona, 25 February 2020

Francisco J. Arregui San Martín
Vice-Chancellor of Research

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CALL OF THE SELECTION PROCESS TO HIRE RESEARCH STAFF TO CARRY OUT THE RESEARCH PROJECT TO CARRY OUT THE RESEARCH PROJECT "TOUCHLESS TOUCHLESS HAPTIC EXPERIENCES WITH NEUROCOGNITIVE"

This call shall be governed by the following

RULES

1.- GENERAL INFORMATION

-Purpose of the call: the purpose of this call is to select staff to be hired afterwards to carry out the Research Project "TOUCHLESS Touchless Haptic Experiences with Neurocognitive".

-Professional category: Project Collaborator, largely a researcher in nature.

-Tasks to carry out: use machine learning to predict the emotions of the users when they engage with interactive systems, mainly tactile displays. Additionally, the candidate can help with the writing of research papers related to the project and programming tasks.

-Type of contract: in agreement with the provisions established on the Regulations to Hire Research Staff of the Public University of Navarra, approved by agreement of the Government Council of 3 May 2017, the hiring will take place as a works or services contract stated in article 15 of the Workers' Statute.

-Estimated length and type of working day: until 31 December, full-time.
In agreement with the provisions established on the Royal Decree 2720/1998, of 18 of December, developing art 15 of the Consolidated Text of the Law of the Workers' Statute, this length must be considered a guideline depending on the full compliance with the work object of the contract. Under no circumstances can this length be longer than the period the project is in progress, and in all cases it depends on the corresponding budget allocation. Therefore lack of funds for the research Project shall cause to terminate the contract.

-Payment: that established on the Annex of the Regulations to hire Research Staff of Public University of Navarra, approved by agreement of the Governing Council on 3 May 2017, updated to 2019.

Payment of salaries might take place after meeting the goals established on the project or contract. This payment shall require as proof a final report of the project or contract written by the person in charge and a budget provision.

-Funding: Programme H2020 of the European Union (UE101017746)

-Publication places: Notwithstanding the publication of the call on the Official Gazette of Navarra, any act and resolution arising from this call shall be published on the web page of Public University of Navarra.

2.- APPLICATION REQUIREMENTS

2.1.- In order to be accepted to the selection process, applicants must meet the following requirements:

a) To have Spanish nationality, or that of one of the member states of the European Union, to be a national of a State included in the application scope of the International Treaties held by the European Union and ratified by Spain, which accept free flow of workers.

The spouse of a person of Spanish nationality, of one of the other member states of the European Union and one of a national of a State included in the application scope of the International Treaties aforementioned can also apply, provided they are not separated, as well as their descendants and their spouse's, provided they are not separated, under 21 or over 21 who live at their expense.

Likewise, foreigners who are nationals of countries not included in previous paragraphs with legal residence in Spain may access as staff at service of Public Administrations. Foreigners not living in Spain may apply provided they meet the participation requirements. In this case, the hiring shall depend on obtaining the necessary permits indicated in the immigration regulations.

b) To be of age and not have yet reached retirement age.

c) Official Master's Degree in Computer Science or Degree in Computer Science.

In the case of degrees obtained abroad, the applicant must have the document which certifies its standardisation or, if necessary, the corresponding equivalence certificate. This requirement shall not be applicable for applicants who have obtained validation for their professional qualification, in the area of regulated professions, under the provisions of European Law.

d) B2 Level of English according to the CRUE criteria from the Spanish Universities. Additionally, candidates who are in possession of a certificate of High-school (Bachillerato) studies or related qualifications taken in English may be exempted from proving the B2 level of English.
C1 Level of Spanish according to the CRUE criteria from the Spanish Universities. Additionally, candidates who conducted their undergrad or master's in an Spanish program may be exempted from providing the C1 level of Spanish.

e) To not suffer from illness or physical or psychological disability which prevents the implementation of the functions corresponding to the positions offered.

f) To not have been expelled from service for any Public Administration through disciplinary proceedings, of not be disqualified to perform public functions by final judgement.

2.2.- The requirements established above must be met before the end of the deadline to submit applications and maintain them upon recruitment.

3.- APPLICATIONS

The applications submission deadline is 15 working days following the publication of this call on the Official Gazette of Navarra.

The **registration** to this selection process shall be **telematic** through the On-line office of Public University of Navarra, in the following link:

https://sedeelectronica.unavarra.es/sede/catalogo-de-procedimientos/todos/pruebas-selectivas-personal-investigador+

Click on "Iniciar trámite" (Start procedure)

In the field "**Anexar ficheros**" you must attach the following documents for each category of position:

-Application form.
-Photocopy of the ID card, Spanish ID card for foreigners or passport.
-Photocopy of the degree required in the call.
-Photocopy of the academic record, specifying the average grade.
-Curriculum vitae with all the proof of merits deemed appropriate.

The application form can be found is in this link:
http://www2.unavarra.es/gesadj/registroGeneral/instancias/recursos-humanos/contratacion-personal-investigador.pdf

4.- ACCEPTANCE OF APPLICANTS

4.1.- After the deadline to submit applications is finished, the provisional list of accepted and non-accepted applicants, indicating when necessary the reason for non-acceptance. In the case all applicants are accepted, this list shall be approved as the final one.

4.2. Notwithstanding the provisional non-acceptance on grounds of not submitting the documents that rule Three mentions, submitting the application after the established deadline or not meeting the necessary requirements to occupy the position applied for shall be reasons for irremediable non-acceptance.

4.3.- Those applicants not accepted and omitted may pursue claims and amend, if it be the case, the errors they may have made within the five working days after the publication of the provisional list. Applicants who, within the stated deadline do not amend the non-acceptance shall be ultimately excluded from the process.

4.4.- Once the claims and amendment period has finished, the final list of accepted and non-accepted applicants shall be published.

4.5.- Including applicants in the list of accepted to the selection process, as well as in the list of people who have passed the selection process rule 6.2 mentions, does not imply in any case that the University acknowledges that they meet the general or specific requirements stipulated on the rules of the call. The certification and verification of these requirements shall take place for those applicants who are to be hired, who must submit the original documents when they sign the contract.

4.6.- Inaccuracy, misrepresentation or omission of the original documents – related to those submitted together with the application form – shall forbid the signing of the contract and shall mean exclusion from the hiring list, in agreement with the declaration signed by the applicant.

5.- SELECTION PROCESS

It shall consist of the assessment of the merits of the candidates in agreement with the submitted documents and based on the scale attached as Annex I.

Only the merits submitted before the end of the deadline to submit applications shall be considered. Those obtained subsequently shall not be considered. In no case shall the Selection Committee take for granted the submission of a merit which has not been mentioned or formally submitted, nor shall it grant for each of the sections a higher result than the maximum stipulated.

All mentioned merits must be submitted through any legally valid means.

Each of the members of the Selection Committee shall assess the merits of the applicants. The arithmetic mean of the points granted to each applicant shall be their final result.

6.-RESOLUTION OF THE SELECTION PROCESS

6.1. Once the assessment of the merits submitted by the applicants is finished, the Selection Committee shall communicate the Vice-Chancellor of Research the list with the applicants who have passed the selection process, indicating the obtained results.

6.2. The Vice-Chancellor of Research shall declare the list of applicants who have passed the selection process approved. This list shall be published on the web page of the Public University of Navarra.

6.3. The hiring list generated in this call shall be in force for three years following the day after publication.

As long as it is in force, this list may be used when the need arises to hire staff of the same category and nearly equal functions, for a project, contract, agreement, lecture, funds of the institute or research group, respecting at all times the order of preference.

6.4. Those applicants included in the hiring list generated in this call who accept a contract shall not be offered to be hired to perform any other position, unless 15 or fewer days are left before the end of their contract.

7.- SELECTION COMMISSION

Chairperson: Dr Mr Mikel Galar Idoate, PhD Temporary Lecturer member of the Department of Statistics, Computer Science and Mathematics.

Secretary:	Dr Mr Asier Marzo Pérez, PhD Assistant Lecturer, is the researcher in charge. He is part of the Department of Statistics, Computer Science and Mathematics.
Spokesperson:	Dr Ms Amaia Ortiz Nicolas, PhD Temporary Lecturer member of the Department of Statistics, Computer Science and Mathematics.

SUBSTITUTE SELECTION COMMITTEE

Chairperson:	Dr Mr Oscar Ardaiz Villanueva, PhD Temporary Lecturer member of the Department of Statistics, Computer Science and Mathematics.
Secretary:	Dr Mr José Ramón González de Mendívil Moreno, University Professor member of the Department of Statistics, Computer Science and Mathematics.
Spokesperson:	Dr Mr José Javier Astrain Escola, PhD Temporary Lecturer member of the Department of Statistics, Computer Science and Mathematics.

The decisions of the Committee shall abide in all cases by the provisions established on Law 39/2015, of 1 October, of the Common Administrative Procedure of Public Administrations, and on Law 40/2015, of 1 October, of Legal System of the Public Sector. For the purpose of communications and further matters, the Selection Committee shall be based on the Administration and Management building of Public University of Navarra.

8.- PERSONAL DATA PROTECTION

Participation of interested parties in processes called by Public University of Navarra regarding staff management shall entail data processing. The entity in charge of the data processing is Public University of Navarra itself.

This processing shall be implemented in agreement with the relevant regulations, that is, the Data Protection Regulation (EU) 2016/679 and Organic Law 3/2018, of 5 December, on Data Protection. The description of data processing is available in the Processing Activities Registry (Registro de Actividades de Tratamiento), published on http://www.unavarra.es under "HUMAN RESOURCES".

Those affected by data processing are mainly applicants of selection processes and UPNA staff. Data processed are name, surnames, ID no, academic and professional information as well as, occasionally, bank or social security information or any other necessary for the following purpose.

The purpose justifying data processing is to deal with selective, mobility and administrative procedures, certifications or any other related with the competence of UPNA in the matter of Human Resources.

Said purpose is a legitimization of public interest or power, as established on article 6.1.e) or Data Protection Regulation. Its legal foundations are, among other staff regulation, the Legislative Royal Decree 5/2015, of 30 October, which approves the consolidated text of the Public Employee Basic Statute and, if necessary, the Regional Legislative Decree 251/1993, of 30 August, which approves the Consolidated Text of the staff employed in the Public Administration of Navarra.

The rights of the interested parties on access, amendment, elimination, opposition and portability, related to the corresponding processing activities, may be exercised before delegado.protecciondatos@unavarra.es in agreement with articles 11 to 18 of the Data Protection Law. In the case of dissatisfaction, you may resort to the Spanish Data Protection Agency on the domain https://www.aepd.es/

9.- APPEALS

Appeal for reversal against the acts decided by the Selection Committee can be lodged before the Chancellor within one month following the day or publication or notice of the appealed act.

In agreement with the provisions established in the current regulations, one of the following appeals may be lodged against this call, its rules and application acts thereof not arising from the Selection committee:

a) Appeal for reconsideration before the Chancellor within one month following the day of notice or publication of the act or agreement.

b) Administrative appeal before the Administrative Court of Navarra within two months following the day of publication or notice of the act or agreement.

ANNEX I

Selection scale

SCALE TO USE AND/OR TESTS TO IMPLEMENT		
SECTION 1: **Academic Record**	Points	**40**
The academic record required to access this call (Máster Universitario en Ingeniería Informática or Ingeniería Informática) will be evaluated proportionally to the obtained average academic score with up to 40 points.		
SECTION 2: **Advanced English**	Points	**15**
Having C1 or C2 level of English will score 15 points in this section. Additionally, candidates who conducted their undergrad or master's in an English program will obtain 15 points in this section.		
SECTION 3: **Practical Experience**	Points	**20**
Work contracts in projects related to machine learning or human-computer interaction. Only the 2 most relevant contracts will be evaluated with up to 10 points each. The contracts should have had a duration of 1 year or longer, shorter contracts will be evaluated proportionally to their duration, being the minimum duration 1 month.		
SECTION 4: **Personal Interview**	Points	**15**
An interview will be made to the five best scored people if they have obtained at least 40 points in the sum of the previous sections.		

The minimum score required to pass the selection process will be 45 points.

The ties that occur in the final result of the selection process will be settled in favour of those who obtain the highest score in SECTION 4. With equal scores, by those who obtain the highest score in SECTION 2. If the tie persists, the selection process will be resolved by lottery.