

RESOLUTION of the Vice-Chancellor for Research of Public University of Navarre no **2335/2024**, of 08 October, calling a selection process to hire researching staff to carry out the Research Project “NZINATECH”.

As of 01 October 2024, the Research Service requests the calling of a selection process to hire researching staff as Project Assistant, through a scientific-technical activity contract linked to the Research Project “NZINATECH”. Mr Iñigo Liberal Olleta, Ramón y Cajal researcher, member of the Department of Electrical, Electronic and Communications Engineering, is the researcher in charge.

Having seen the report-proposal of the Head of the Human Resources Service.

In exercise of the powers vested by Resolution of the Chancellor of Public University of Navarre no 1306/2023, of 20 June, which approves the general structure of the governing council and determines their functions,

I HEREBY DECIDE:

One.- The approval of the call for selection process to hire as researching staff to carry out the Research Project “NZINATECH”, 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 electronic notice board of the University and in the Official Gazette of Navarre.

Pamplona, 08 October 2024

Francisco J. Arregui San Martín
Vice-Chancellor for Research

CALL OF THE SELECTION PROCESS TO HIRE RESEARCH STAFF TO CARRY OUT THE RESEARCH PROJECT TO CARRY OUT THE RESEARCH PROJECT “NZINATECH”

This call will 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 “NZINATECH”.

-Professional category: Project Assistant Doctor Type 1, largely a researcher in nature.

-Tasks to carry out: Tasks associated with the development of thermal emitters based on epsilon-near-zero (ENZ) media.

-Type of contract: in agreement with the provisions established in article 23 bis of Law 14/2011, of 1 June, on Science, Technology and Innovation, the hiring will be implemented through a scientific-technical activity contract.

-Duration: indefinite, linked to the Research Project “NZINATECH”.

-Type of workday: full time

-Payment: that established on the Annex of the Regulations to hire Research Staff of Public University of Navarre, approved by agreement of the Governing Council on 3 May 2017, updated to 2024.

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

-Funding: the programme H2020 of the European Union (UE 948504).

-Publication places: notwithstanding the publication of the call on the Official Gazette of Navarre, every act and resolution arising from this call will be published on the electronic notice board of Public University of Navarre, within the corresponding section.

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, or 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 will depend on obtaining the necessary permits indicated in the immigration regulations.

b) Be over 16 years of age and not have reached the mandatory retirement age set for public administration employees.

c) Official Doctoral degree in Physics, Doctoral degree in Telecommunications Engineering, Doctoral degree in nanotechnology.

In the case of degrees obtained abroad, candidates must hold the corresponding equivalence certificate which proves, if applicable, the standardisation.

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

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

2.2.- Compliance with the participation requirements set forth in this call for applications is understood to refer to the date of the end of the period for submission of applications, and must be maintained during the term of the contract.

3.- APPLICATIONS

The application submission deadline is 10 working days following the day of publication of this call on the **Official Gazette of Navarre**.

The **application** to this selection process will be **telematic** through the On-line office of Public University of Navarre, 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**” (Attach files) 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 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 the reason for non-acceptance will be published. In the case that all applicants are accepted, this list will be approved.

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 will 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 5 working days after the publication of the provisional list. Applicants who, within the stated deadline do not amend the non-acceptance will 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 will 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, 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 will 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 – will forbid the signing of the contract and will mean exclusion from the hiring list, in agreement with the declaration signed by the applicant.

5.- SELECTION PROCESS

It will 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 will be considered. Those obtained subsequently will not be considered. In no case will the Selection Committee take for granted the submission of a merit which has not been mentioned or

formally submitted, nor will 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 will assess the merits of the applicants. The arithmetic mean of the points granted to each applicant will 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 will communicate the Vice-Chancellor for Research the list with the applicants who have passed the selection process, indicating the obtained results.

6.2. The Vice-Chancellor for Research will declare the list of applicants who have passed the selection process approved. This list will be published on the electronic notice board of Public University of Navarre.

6.3. The hiring list generated in this call will 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 will 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 Miguel Beruete Díaz, Tenured Lecturer at University, member of the Department of Electrical, Electronic and Communication Engineering, by choice of the Vice-Chancellor for Research.

Secretary: Dr Iñigo Liberal Olleta, Ramón y Cajal Researcher, member of the Department of Electrical, Electronic and Communication Engineering.

At-large member: Dr Iñigo Ederra Urzainqui, Professor at University, member of the Department of Electrical, Electronic and Communication Engineering.

SUBSTITUTE SELECTION COMMITTEE

Chairperson: Dr Francisco Falcone Lanas, Professor at University, member of the Department of Electrical, Electronic and Communications Engineering.

- Secretary: Dr Juan Carlos Iriarte Galarregui, Associate professor (tenured) member of the Department of Electrical, Electronic and Communications Engineering.
- At-large member: Dr José Maria Lopetegi Beregaña, tenured lecturer at university, member of the Department of Electrical, Electronic and Communications Engineering.

The decisions of the Committee will 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 will be based on the Administration and Management building of Public University of Navarre.

8.- PERSONAL DATA PROTECTION

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

This processing will be implemented in agreement with the relevant regulations, that is, the General Data Protection Regulation (EU) 2016/679 and Organic Law 3/2018, of 5 December, on Data Protection. The description of data processing is available at the Processing Activities Registry (Registro de Actividades de Tratamiento), published on <http://www.unavarra.es/portal-transparencia>.

Those affected by data processing are mainly applicants of selection processes and UPNA staff. Data processed are name, surnames, ID card 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 selection, mobility and administrative procedures, certifications or any others related to 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 regulations, Legislative Royal Decree 5/2015, of 30 October, approving the consolidated text of the Public Employee Basic Statute Act and, if necessary, the Regional Legislative Decree 251/1993, of 30 August, approving the Consolidated Text of the staff employed in the Public Administration of Navarre.

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 of publication or notice of the appealed act.

Against this call for applications, its rules, and any related actions that do not originate from the Selection Committee, an optional appeal may be lodged with the Chancellor, or alternatively, a contentious-administrative appeal may be filed directly with the Administrative Courts of Navarre. The deadline for the former is one month, and for the latter, two months, both starting from the day following its notification or publication.

ANNEX I

Selection scale

SCALE TO USE AND/OR TESTS TO IMPLEMENT		
SECTION 1: Academic record	Points	45
The academic record will be assessed proportionally to the average mark up to 10 points. The resulting mark will be multiplied by 5. Additional courses related to nanophotonics and/or metamaterials will be granted 0.1 points per class hour, up to a maximum of 5 points.		
SECTION 2: Researching experience	Points	35
Research experience in the fields of nanophotonics, development of materials, and nanostructures in the mid-infrared: - Proven researching experience in the fields of nanophotonics, development of materials, and nanostructures in the mid-infrared (10 points per term. Experience of less than a term will receive the proportional points): maximum 20 points. - Publications in scientific journals and/or proceedings of relevant conferences (5 points per publication in Q1 journals of the relevant fields): Maximum 15 points		
SECTION 3: Personal interview	Points	20
The three candidates with the highest number of points - adding the results of the previous sections - will go through a personal interview. The interview will be conducted in English. Its purpose is to assess how appropriate the candidates are for the job position.		

The minimum score required to pass the selection process will be 30 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 3. 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.