

NOTICE FOR THE AWARDING OF GRANTS UNDER THE SCOPE OF R&D PROJECTS AND INSTITUTIONS

3 (three) Master Research Grants

At the Estoril School of Hospitality and Tourism, a call for applications is open for the award of 3 (three) Research Grants for Master degree holders, within the scope of the R&D project 'ADAPTE- Analysis and Forecasting of Academic Data at ESHTe', with the reference '2024.07476. IACDC', financed by national funds through FCT/PRR, investment "RE-C05-i08 - Ciência Mais Digital" and within the scope of "Artificial Intelligence, Data Science and Cybersecurity of relevance in Public Administration - 2024", under the following conditions:

1. Scientific Area: exact sciences and engineering / social sciences / engineering sciences and technologies / data science.
2. Admission requirements: Master's degree in data science, Statistics, Maths, Computer Science, Management, Economics, Sociology, Psychology, Education, Tourism or other related areas.
3. Preferred factors: i) Experience in manipulating and analysing data, including academic, corporate or institutional databases; ii) Knowledge of data analysis and management tools, such as advanced Excel, SQL, Power BI, or languages such as Python and R; iii) Experience with databases and information systems, including insertion, validation; iv) data extraction for reports and analysis.
4. Work plan: The grant holder will contribute to the data analysis of the ADAPTE project by:
 - Extracting, transforming and loading (ETL) data from different sources;
 - Cleaning, organising and structuring large and complex datasets;
 - Carrying out statistical analyses to identify patterns, trends and anomalies;
 - Assisting in the development and implementation of predictive models and algorithms based on machine learning;
 - Evaluating and adjusting models to ensure accuracy and efficiency;
 - Explore innovative approaches to optimisation and prediction;
 - Create mock-ups, dashboards and reports to communicate insights and results to stakeholders;
 - Present analyses and recommendations in a clear and accessible way, adapted to the target audience;
 - Contribute to the definition of data strategies, including collection, storage and governance;

- Work in collaboration with multidisciplinary teams, including IT, analysts and decision-makers;
 - Ensure compliance with privacy and data protection regulations;
 - Explore new tools, frameworks and techniques in the field of data science;
 - Participate in writing and analysing data for the dissemination of scientific articles.
5. Applicable legislation and regulations: Statute of the Scientific Research Grant Holder, approved by Law no. 40/2004, of 18 August, as amended by Decree-Law no. 202/2012, of 27 August, Decree-Law no. 233/2012, of 29 October, Law no. 12/2013, of 29 January, Decree-Law no. 89/2013, of 9 July, Decree-Law no. 123/2019, of 9 July, Decree-Law no. 233/2012, of 29 October. º 233/2012, of 29 October, Law no. 12/2013, of 29 January, Decree-Law no. 89/2013, of 9 July, Decree-Law no. 123/2019, of 28 August, and Decree-Law no. 65/2024, of 30 September; FCT, I.P. Research Grant Regulations, in force (<https://www.fct.pt/media/noticias/novo-regulamento-de-bolsas-de-investigacao-da-fct/>).
6. Non-discrimination and equal access policy: No candidate may be favoured, benefited, disadvantaged or deprived of any right or exempted from any duty on the grounds of ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and trade union membership.
7. Place of work: The work will be carried out at the Estoril School of Hospitality and Tourism (ESHTE), or remotely, under the scientific supervision of Professor José Romana Baptista Coelho and Professor Diogo Moutinho Saraiva Lima.
8. Duration of the grant (s): The grant is scheduled to start on 1 May 2025. The contract will last for 8 months and is not expected to be renewed, in accordance with the Research Grant Regulations of the Foundation for Science and Technology, I.P.
9. Value of the monthly maintenance allowance: The amount of the grant is €1309.54, according to the table of values for grants awarded directly by FCT, I.P. in Portugal (https://www.fct.pt/wp-content/uploads/2025/02/Tabela_valores_SMM_2025.pdf). Fellows will be covered by personal accident insurance and, if they are not covered by any social protection scheme, they can ensure that they exercise their right to social security by joining the voluntary social insurance scheme, under the terms of the Code of Contributory Schemes of the Social Security System. The grant will be paid monthly by bank transfer.

10. Selection Methods and Respective Weighting: The selection methods to be used will be as follows: Curriculum evaluation, with a weighting of 100%. The jury may optionally conduct interviews with the top-ranked candidates in the curriculum evaluation, with an additional weighting of 50%.
11. Composition of the Selection Committee: President of the Committee: José Romana Baptista Coelho. Permanent Members: Diogo Moutinho Saraiva Lima and Pedro Francisco Manique Silva Moita. Alternate Member: João Miguel Henriques Pronto.
12. Method of Publication/Notification of Results: The final evaluation results will be communicated via email to all candidates, through a list ordered by the final score obtained. The list will also be posted on the ESHTe website <https://www.eshte.pt/pt/artigos/bolsas-de-investigacao-rh>.
13. Application period: The competition is open from 27 March 2025 to 9 April 2025.
14. How to submit applications: Applications can be formalised via the respective platform at <https://recrutamento.eshte.pt/concursos/>, by filling in an online form and sending a file in ZIP format containing the following documents:
 - Curriculum Vitae;
 - Degree Certificate;
 - Supporting documents for the Curriculum Vitae.

The ZIP file to be submitted must contain all the information you want to send in PDF format. The name of the ZIP file must consist only of numbers or characters, without accents or spaces. If more than one application form is submitted per candidate, only the last application submitted will be considered.

The documents proving the possession of academic degrees or diplomas, or enrolment in an academic degree or diploma, may be waived at the application stage and replaced by a self-declaration from the candidate. However, verification of this condition will be required for the contract finalization of the fellowship.

Please note that academic degrees obtained in foreign countries need to be recognised by a Portuguese institution in accordance with Decree-Law no. 66/2018 of 16 August and Ministerial Order no. 33/2019 of 25 January. The presentation of the recognition is mandatory for signing the contract. More information can be found at: <https://www.dges.gov.pt/pt/pagina/reconhecimento?plid=374>. Under normal conditions, failure to submit the recognition of the degree within three months of the date of communication of approval in the scientific evaluation will result in the grant not being awarded.

- 15. Processing of personal data:** Escola Superior de Hotelaria e Turismo do Estoril, as the data controller under the terms of the General Data Protection Regulation, collects and processes the personal data requested in the context indicated, in accordance with its legitimate interests in guaranteeing the award of the Grant to candidates with the profile indicated.

Personal data will be kept for the period necessary to fulfil the purposes for which they are intended, and the confidentiality and integrity of this data will be adequately and diligently processed and protected through appropriate technical and organisational measures.

Personal data may be passed on to third parties, namely the organisation funding the research project, exclusively for the purposes specifically established. In this sense, whenever it is necessary to transfer personal data to countries outside the European Union and/or international organisations, compliance with the applicable legal provisions is ensured.

You have the right to request access, rectification, erasure, restriction of processing, the right to object and data portability (if technically feasible), by e-mail: dpo@eshte.pt. You also have the right to lodge a complaint with the National Data Protection Commission. For more information, we recommend consulting the ESHTe Privacy Statement at <https://www.eshte.pt/pt/artigos/139-informacao-institucional/protecao-de-dados>.

- 16. Deadlines and procedures for complaints and appeals:** If the decision to be taken is unfavourable to the award of the grant applied for, candidates have a period of 10 working days after the date of publication of the results of the assessment to make their case, if they wish, in the form of a prior hearing, under the terms of the Code of Administrative Procedure. The final decision may be appealed to the President of ESHTe (secretariado.presidente@eshte.pt) within 15 working days of notification.