



FSE

**FACULTATEA
DE
ȘTIINȚE ECONOMICE**
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PROCEDURE

**regarding the organization, development and occupation
through contest the teaching and research posts for an
indefinite period,
at the Faculty of Economic Sciences of the University of
Oradea**

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CHAPTER I. GENERAL ASPECTS

Art. 1. At the Faculty of Economic Sciences (FES) within the University of Oradea (U.O.), the vacant teaching and research positions are filled, for an indefinite period, only by public contest, in accordance with:

- National Education Law no. 1/2011, published in M.O. no. 18 / 10.01.2011, with subsequent amendments and completions;

- H.G. no. 457/2011 on the approval of the Methodology - contest framework for filling vacant teaching and research positions in higher education, published in M.O. part I, no. 371 / 26.05.2011, with subsequent amendments and completions;

- Emergency Ordinance no. 96 / 08.12.2016 for the amendment and completion of some normative acts in the fields of education, research, profesional training and health (published in the Official Gazette of Romania, part I, no. 1009 / 15.12.2016);

- Order of the Minister of National Education and Scientific Research no. 6.129 / 2016 regarding the approval of the minimum necessary and obligatory standards for conferring the didactic titles in higher education, of the professional degrees of research - development, of the quality of doctoral supervisor and of the habilitation certificate from 20.12.2016;

- Own contest methodology for filling vacant teaching and research positions at the University of Oradea, approved in the Senate of the University of Oradea on November 26, 2018;

- this procedure, hereinafter referred to as the own Procedure of the Faculty of Economic Sciences and other normative acts in effect at the date of the contests.

Art. 2. (1) The public contest for the indefinite occupation of a teaching or research position is organized only if it is vacant, respectively if it is provided so in the list of positions, drawn up annually, or if it is vacant during the academic year. , depending on the strategy of the faculty and in compliance with the *Criteria regarding the contest for vacant teaching and research positions* at the level of the University of Oradea, for each department.

(2) The positions proposed to be put up for contest shall be submitted by the department

director, in whose structure the position is located, within a maximum of 15 calendar days from the beginning of each semester of the academic year, to the FES Council, as follows (with the following documents):

- Forwarding address - in which the posts will be individualized by indicating the position in the department's list of positions, the disciplines in the structure of the post and the criteria for being put out to competition, stating whether the post is vacant or vacant;

- Extract from the list of positions containing the positions put up for contest;

- Report justifying the need and the unique character of the vacancies, respecting the criteria for removing the vacancies to public contest and the financial resources for the support of the position, endorsed by the Department Council;

- Documents justifying the fulfillment at department level, of the Criteria regarding the contest for the vacant teaching and research positions in force at the level of the University of Oradea.

(3) The list of positions proposed for filling by public contest, endorsed by the Faculty Council, is approved by the dean and submitted to the Board of Directors of the University for approval, according to art. 213, paragraph (13) of the National Education Law (Law no. 1/2011).

Art. 3. The teaching and research positions that the Faculty of Economic Sciences can put up for contest are:

- a) university assistant;
- b) university lecturer;
- c) associate professor;
- d) university professor;
- e) research assistant;
- f) scientific researcher;
- g) scientific researcher degree III;
- h) second degree scientific researcher;

- i) first degree scientific researcher.

CHAPTER II. PREPARATION FOR JOB CONTEST

Art. 4. Following the publication in the Official Gazette of the vacancies put up for contest, the following information regarding the respective positions is requested from the FES departments:

- Description of the position put up for contest;
- Duties / activities related to the position put up for contest, including the teaching norm and the types of activities included in the teaching/research load;
- The topic of the contest tests, including lectures, courses or other similar or the topics from which the contest committee can choose the topic of the tests actually held, indicating the indicative bibliography;

Art. 5. (1) The information mentioned in art. 4, presented by the departments, are centralized at the FES level and are subject to the approval of the Faculty Council, which will establish:

- Contest procedure, in accordance with the Rector's Decision on the Guide for conducting contests for teaching and research positions;
- The calendar of the contest, including the date, time and place of the tests;

(2) The centralized information at FES level, the contest procedure and the timetable for the FES contest shall be supplemented by information on:

- The minimum salary for the position at the time of employment;
- The list of documents that candidates must include in the contest file;
- The address to which the contest file must be submitted.

(3) All this information is submitted to the UO Management, for publication on the specialized website administered by the ministry, on the first page of the website www.uoradea.ro, in a visible place and in the Official Gazette of Romania, with the at least 2 months before the date of the first contest test.

(4) The announcements regarding the positions of associate professor and university professor, second degree scientific researcher and first degree scientific researcher, will

be sent for publication in English as well.

(5) All information regarding the contest (public announcement regarding the positions put up for contest; the topic of the positions put up for contest; date, time and place of the contest; the topic for the practical test and the topic of the didactic / scientific lecture, the topic of the public lecture) will be published on the web page of the University of Oradea, www.uoradea.ro, the Job Contests button. Responsible for publishing this information is the vice-rector who manages the academic management.

CHAPTER III. REGISTRATION FOR THE CONTEST

Art. 6. (1) The registration for the contest for a teaching or research position at the FES starts on the day of the publication of the position put up for contest in the M.O. of Romania and ends at least 15 calendar days before the first contest test.

(2) In order to register for the contest for a teaching and research position, the candidate draws up a file (described in the contest file - ANNEX 2 to this Procedure), which contains the following documents:

- The application for registration in the contest, registered at the University of Oradea, signed by the candidate, accompanied by a declaration on his own responsibility (handwritten) regarding the veracity of the information presented in the file - model type ANNEX 1 to this Procedure.
- A proposal for the development of the candidate's university career, both from a didactic point of view and from the point of view of scientific research activities; the proposal is drafted by the candidate, it includes a maximum of 10 pages.

The candidate's curriculum vitae in written and electronic format must include information on: studies completed and diplomas obtained, professional experience and jobs, research and development projects he has led as project director and grants obtained (if there are such projects or grants, indicating for each source of funding, the volume of funding and the main publications or patents resulting), awards or other elements of recognition of the candidate's scientific contributions.

- The list of works of the candidate, in written format and in electronic format, which will be structured as follows:

- a list containing a maximum of 10 papers considered by the candidate to be the most relevant for his / her professional achievements, which are included in electronic format in the file and which can also be found in the other categories of papers provided for in this article;

- doctoral thesis or theses;

- patents and other titles of industrial and intellectual property;

- books and book chapters;

- articles / studies in extenso, published in journals from the main international scientific flow;

- extension publications, published in papers of the main specialized international conferences;

- other works and scientific contributions.

- The list comprising a maximum of 10 articles of the candidate in ISI rated journals with absolute influence score (AIS) non-existent and a maximum of 10 citations in ISI rated journals with absolute influence score (AIS) non-zero (excluding self-citations and semi-self-citations) used in the calculation the final score (S) according to Annex 27 to OMENCȘ. no. 6.129 / 20.12.2016 regarding the approval of the minimum necessary and obligatory standards for conferring the didactic titles in higher education, of the profesional degrees of research-development, of the quality of doctoral supervisor and of the habilitation certificate, with the subsequent modifications and completions;

- Form for verifying the fulfillment of the standards for submission to the contest and / or for filling the position according to the minimum standards in force established by the CNATDCU Committee: Committee of Economic Sciences and Business Administration (ANNEX no. 3 to this Procedure).

Copy of the doctoral diploma and, if the original doctoral diploma was obtained abroad, the certificate of recognition or its equivalence by the Romanian state.

For the positions of university professor, the copy of the order of the minister attesting the habilitation / right to conduct a doctorate and, in case it was obtained abroad, the attestation of its recognition or equivalence by the Romanian state.

- The abstract of the doctoral thesis and habilitation thesis if case, on a maximum of one

page, in Romanian and in English.

- Declaration on the candidate's own responsibility indicating the situations of incompatibility provided by Law no. 1/2011 in which it would be in case of winning the contest or the lack of these situations of incompatibility - standard model provided by U.O. on the web page: <http://www.uoradea.ro/Concursuri+pe+Posturi>;
- For the positions of university professor, the list of references containing at least 3 names and contact addresses of personalities from the respective field, from abroad, who agreed to draw up letters of recommendation regarding the professional qualities of the candidate (Annex 4).
- For the positions of associate professor, the list of references containing at least 3 names and contact addresses of personalities from the respective field, from the country or abroad, who have agreed to draft letters of recommendation regarding the professional qualities of the candidate (Annex 4).
- Copies of other diplomas attesting to the candidate's studies: baccalaureate diploma or certificate of recognition, bachelor's degree or certificate of recognition, master's degree or certificate of recognition - the original documents will be presented for compliance.
- Registration sheets, diploma supplements or school statements issued for each study cycle - the original documents for compliance will be presented.
- Copy of the identity card or passport or other identity document drawn up for a purpose equivalent to the identity card or passport.
- If the candidate has changed his / her name, copies of documents attesting the name change - marriage certificate or proof of name change.
- Medical certificate showing that he is fit to carry out teaching activity.
- Maximum 10 publications, patents or other works of the candidate, in electronic format, selected by him and considered to be the most relevant for his own professional achievements.
- Acceptance of the processing of personal data by the OU (Annex 9).

(3) A CD / DVD or other electronic format, with its entire scanned content, shall be attached to the contest dossier, in order to be sent to the contest committee. The CD / DVD shows all the documents in the file, scanned in PDF format, each document as

separate file; The list of works, the CV and Annex 3 "Minimum standards verification sheet" are scanned as separate PDF files, with date, but - as the case may be - without CNP, without signature and without home address (documents printed in the file must be signed), and in total the 3 files will not be larger than 10 MB (restriction imposed by the website of the relevant ministry, dedicated to contests); in the printed and signed version of the file, these 3 documents - List of works, CV and Annex 3, "Minimum standards verification sheet" - will contain all data and information according to the model and requirements of the UO contest methodology and from this Procedure, but in the scanned version PDF on CD / DVD, the CNP, signature and home address will be missing.

(4) The contest file is constituted by the candidate and, together with the electronic support containing the scanned file, it is submitted to the U.O. specified on the U.O. website. dedicated to the contest, directly or through postal or courier services, which allow confirmation of receipt.

Art. 7. (1) Candidates for the positions of associate professor or second degree scientific researcher must include in the contest file at least 3 names and contact addresses of recognized specialists in the respective field who are not part of the contest committee, from the country or from abroad. , and are not holders of the higher education institution whose position is put up for contest, who have agreed to draw up letters of recommendation regarding the profesional qualities of the candidate (List of references - ANNEX no. 4 to this Procedure).

(2) Candidates for the positions of university professor or first degree scientific researcher must include in the contest file at least 3 names and contact addresses of some recognized specialists in the respective field who are not part of the contest committee, from abroad, who have agreed to draw up letters of recommendation regarding the profesional qualities of the candidate (List of references - ANNEX no. 4 to this Procedure).

(3) In the case of fields with national specificity, the letters of recommendation for candidates for university professor positions may also come from recognized specialists in the respective field in Romania, and who are not holders of the higher education institution whose position is issued at contest.

CAP.IV. CONDUCTING CANDIDATE SELECTION

Art. 8. The contest takes place within 45 days from the end of the registration period.

Article 9. (1) The contest committee consists of 5 members, including its chairman, specialists in the field of the position put up for contest or in related fields, plus 2 substitute members.

(2) The chairman of the contest committee may be the director of the department, the head of the doctoral school, the dean or vice-dean of the faculty, where the position is located, a tenured professor in the university specialized in the field or in a close field, delegated the council of the department, respectively of the council of the faculty that organizes the contest. Upon the appointment of the chairman of the contest committee, an alternate chairman will also be appointed (who will also be able to fulfill the function of alternate member of the contest committee).

(3) In the event of the unavailability of a member's participation in the proceedings of the committee, that member shall be replaced by an alternate member elected by the chairman of the committee.

(4) The members of the contest committee must hold the title of doctor and have a teaching or research title superior or at least equal to that of the position put up for contest.

(5) The members of the committee may be from inside or outside the U.O., from the country or from abroad.

(6) In order to hold the position of associate professor, university professor, second degree scientific researcher or first degree scientific researcher, at least 3 members of the committee must be from outside the U.O., from the country or from abroad.

(7) For the exclusive purpose of participating in the contest committee, the equivalence of the didactic titles of the members from abroad with the didactic titles from the country is made by the approval by the University Senate of the nominal composition of the committee.

Art.10. (1) The establishment of the nominal composition of the contest committee is made after the publication of the announcement of the contest, for each position put up for contest, at the proposal and with the favorable approval of the Department Council. The Council of the Department will ensure the submission to the FES Dean's Office

of the proposal of the nominal composition of the contest committee, accompanied by an extract from the minutes of the meeting of the Council of the Department in which the composition received the favorable opinion. The Council of the Department in whose structure the position put up for competition is located has the responsibility to obtain the agreement of participation of the president and the members proposed in the competition commission, including the alternate members.

(2) The Dean presents to the Faculty Council, for approval, the nominal composition of the contest committee proposed by the Department Council.

(3) The nominal composition of the contest committee, together with the opinion of the FES Council, is sent to the University Senate by the Dean or by a delegate thereof and is subject to its approval; Following the approval by the University Senate, the contest committee is appointed by the decision of the rector.

Art.11. (1) After the legal approval of the candidates registered for the contest, the chairman of the contest committee will ensure the transmission to the members of the contest committee (including substitutes) the electronic files of the candidates registered for the contest, together with the needed documents, and will ensure that the members of the committee are not in a situation of incompatibility or conflict of interest provided by the normative acts in effect with any of the candidates; for this purpose, the chairman of the contest committee will request that each member of the contest committee will submit to the chairman a *Statement on one's own responsibility* drafted and signed in 1 original copy, in accordance with the standard format provided in ANNEX no. 8 of this Procedure. After the contest, the respective statements will be included as photocopies in the candidate's file, in order to be submitted to the Human Resources Service of the UO, together with the other documents of the candidate.

(2) The decisions of the contest committee are taken by secret vote of the members.

(3) The works of the contest committee are led by the chairman.

(4) The decision of the committee is valid if it has gathered the vote of at least 3 members.

Art. 12. (1) The contest committee evaluates the candidate from the perspective of the following aspects:

a) the relevance and impact of the candidate's scientific results;

- b) the candidate's ability to guide students or young researchers;
- c) the didactic competences of the candidate;
- d) the candidate's ability to transfer his/her knowledge and results to the economic or social environment or to popularize his own scientific results;
- e) the candidate's ability to work in a team and the efficiency of his scientific collaborations, depending on the specifics of the candidate's field;
- f) the candidate's ability to lead research-development projects;
- g) the profesional experience of the candidate in institutions other than U.O.

The contest committee has the obligation to verify and ascertain the candidate's compliance with the national minimum standards.

(2) The candidate of the contest for a teaching position within the Faculty of Economic Sciences of the University of Oradea must hold a diploma / scientific title of doctor in a field belonging to the Economic Sciences and have the topic of his/hers doctoral thesis in at least one of the disciplines in the target position. As an exception, the candidate of the contest for a teaching position at the Faculty of Economics of the University of Oradea, which consists of foreign language disciplines (eg, disciplines with the following generic names: Foreign language, Foreign language for business, Business Communication in Foreign Languages, Second Foreign Language, Third Foreign Language, Business Communication in English, Business Communication in Second Foreign Language, Business Correspondence in Foreign Language, Business Correspondence in English, Business Correspondence in the second foreign language, and similar ones), must hold the title / diploma of doctor in the field of Philology / Letters and also the diploma attesting the specialization of the candidate in a field belonging to Economic Sciences, through undergraduate studies and / or master's degree and / or doctorate.

(3) The profesional competencies of the candidate shall be assessed by the contest committee on the basis of the contest file and, in addition, by one or more tests, including lectures, courses or similar, according to this FES Procedure. The University of Oradea announces on their website the day of the contest, time and place of the tests, following their approval by the FES Council and the transmission of the respective information to the U.O. Management, by the Dean or his delegate.

Art. 13. (1) An university assistant, research assistant and scientific researcher are

employed through a public contest, from among the graduates of the accredited institutions of higher education, if they cumulatively meet the following conditions:

- holds a diploma / scientific title of doctor according to the stipulations of Art. 12. (2) above;
- have published at least 4 papers (articles, studies) in extenso, in specialized journals indexed in at least 3 international databases or listed Web of Science, of which, in one article, has the quality of sole author, first author or corresponding author;
- have presented at least 4 scientific papers at international conferences in his/her field, of which at least 1 at conferences with a history of ISI-indexed Proceedings.
- meet the specific FES criteria stipulated in the Form for verifying the fulfilment of the minimum standards for teaching and research positions at the Faculty of Economic Sciences established by the CNATDCU Committee: Committee of Economic Sciences and Business Administration (ANNEX no. 3 to this Procedure).

(2) The tests/exams for the position of university assistant, research assistant and scientific researcher also include the written exam and practical exam.

a. The written exam - takes place on the date established by the Calendar of contest for FES teaching contest, at the specialized department by submitting a written paper by the candidate. The candidate will be provided with exam papers with a black corner and will draw a ticket containing the subjects of the writing exam. The contest subject tickets (minimum 3 tickets) will be made by the contest committee, according to the announced theme and bibliography.

b. The practical exam - *holding a seminar* - the topic of the seminar is announced 3 working days before the contest for the position, by posting on the web page of the U.O. and the FES page. The practical exam is held in front of the contest committee and the invited students. This test must also contain a question and answer session from the committee and the public. The candidate must obtain at least 9.00 for this test.

Art. 14. (1) For the occupation of a position as university lecturer or scientific researcher degree III the candidates, whom previously graduated an accredited higher education institution, must cumulatively meet the following conditions:

- hold a diploma / scientific title of doctor according to the stipulations of Art. 12. (2) above;

- meet the minimum standards for teaching positions, specific to the teaching position of university lecturer, provided by the legislation in effect. These standards constitute a criteria for evaluating universities according to art. 193 of Law no. 1/2011;
- had published at least 1 article in extenso in the WoS indexed journal and has minimum 1 independent citation (excluding self-citations and semi-self-citations) in a WoS indexed journal;
- had published at least 4 papers (articles, studies) in extenso, in specialized journals indexed in at least 3 international databases (BDI) or listed Web of Science;
- presented at least 4 scientific papers at international conferences in the field, of which at least 1 at conferences with a history of ISI-indexed Proceedings;
- meet at least 75% of the score related to the position of associate professor established by the CNATDCU minimum standards, respectively:

- $T = P + C$ score: minimum 1.125.

- meet the specific FES criteria provided in the Form for verifying the fulfilment of the minimum standards for teaching and research positions at the Faculty of Economic Sciences (ANNEX no. 3 to this Procedure), criteria that cannot fall below the level of national minimum standards.

(2) The contest exams for the position of university lecturer or scientific researcher degree III the candidates consist in the analysis of the contest file of the candidate and holding a didactic lecture for the position of university lecturer or scientific character for the position of scientific researcher degree III, in the presence of the committee.

(3) The thematic related to the contest is published on the web page of the U.O. and the FES page, once the vacancy notice has been published.

(4) The topic of the didactic / scientific lecture shall be established by the president of the committee and shall be announced to the candidates minimum 3 working days in advance on the website of the U.O. and the FES page. This test must also contain a question and answer session from the committee and the public.

Art. 15. In order to occupy the position of associate professor or second degree scientific researcher, the candidates, graduates of accredited higher education institutions, must cumulatively meet the following conditions:

- hold a diploma / scientific title of doctor according to the stipulations of Art. 12. (2) above;
- meet the national minimum standards for teaching positions, specific to the position of associate professor or second degree scientific researcher, approved by order of the Ministry;
- meet the specific FES criteria provided in the Form for verifying the fulfilment of the minimum standards for teaching and research positions at the Faculty of Economics (ANNEX no. 3 to this Procedure), criteria that cannot fall below the level of national minimum standards approved by order of the relevant minister.

Art. 16. In order to occupy the position of university professor or first degree scientific researcher, the candidates, graduates of accredited higher education institutions, must cumulatively meet the following conditions:

- hold a diploma / scientific title of doctor according to the stipulations of Art. 12. (2) above;
- meet the national minimum standards for teaching positions, specific to the teaching position of university professor or first degree scientific researcher, approved by order of the Ministry;
- hold the qualification of doctoral supervisor in the branch of science Economic sciences, in the field of taught disciplines;
- meet the specific FES criteria provided in the Form for verifying the fulfilment of the minimum standards for teaching and research positions at the Faculty of Economics established by the CNATDCU Committee: Committee of Economic Sciences and Business Administration (ANNEX no. 3 to this Procedure), criteria that may not fall below the level of the national minimum standards approved by order of the Ministry.

Art.17. The contest for the position of associate professor or scientific researcher degree II and university professor or scientific researcher degree I consists at least in the analysis of the candidate file and holding of a didactic lecture for the positions of associate professor and professor, and a scientific lecture for the positions of degree I and II researchers.

(1) The didactic lecture contains a question and answer session from the committee and the public.

(2). The topic of the didactic / scientific lecture is set by the president of the committee with consulting the remaining members of the committees, announced to the candidates with minimum 3 working days before the presentation, by posting on the U.O. website and the FES page, following the transmission of the respective information to the U.O. Management, by the Chairman of the contest committee.

Art. 18. (1) For each position, the contest committee writes the Evaluation Form for the occupation of teaching and research positions at the Faculty of Economic Sciences (ANNEX no. 5 to this Procedure), decides the hierarchy of candidates and nominates the candidate who met the best results.

(2) Each member of the committee writes his/her own Assessment Report on the contest for teaching and research positions at the Faculty of Economic Sciences, for each candidate (ANNEX no. 6 to this Procedure).

(3) The chairman of the contest committee writes a Report on the contest for teaching and research positions at the Faculty of Economic Sciences (ANNEX no. 7 to this Procedure), based on the assessment reports prepared by each member of the committee and in compliance to the hierarchy of candidates decided by the committee. The report on the contest is approved by decision of the committee and is signed by each of the members of the committee and by the chairman of the committee.

(4) The chairman of the committee sends the report (ANNEX no. 7 to this Procedure), approved by decision of the committee, Assessment report on the contest for teaching and research positions at the Faculty of Economic Sciences, for each candidate (ANNEX no. 6 to this Procedure) prepared by each member of the committee separately, Evaluation form for teaching and research positions at the Faculty of Economics (ANNEX no. 5 to this Procedure) prepared by the committee, statements on one's own responsibility of the members of the committee present at the contest regarding the avoidance of incompatibility or conflict of interests (ANNEX no. 8 to this Procedure), as well as the original file of the candidate, to the FES management, respecting the deadline for the established contest of UO Management and / or the FES Council.

Art. 19. (1) Following the contest for the position, the chairmen of the committee submit the documents referred to in Art.18 (4) to the FES Dean or Vice-Dean appointed by the Dean, who centralizes the results and prepares the Report on the contest for a teaching position at faculty.

(2) The results of the contest is published on the web page of the contest, within 2 working days from the completion of the contest.

(3) This Report on the contest held at the FES shall be presented by the Dean in the Council meeting which will validate the results of the contest for the teaching/research position, in order to request the approval of each result obtained by the candidates.

(4) For the validation of the contest it is necessary the presence of two thirds of the members of the Faculty Council.

(5) The FES Council shall examine compliance with the procedures and whether or not to give its opinion on the contest report from this perspective. Any vote against or abstention will have to be justified and has the right of veto in case of proof of violation of the legal procedures in effect.

(6) The hierarchy of candidates established by the contest committee may not be modified by the FES Council.

Art.20. These results are recorded in the Report of the FES Council meeting. Following the approval in the Council of the results of the contest held by the Faculty of Economic Sciences, based on the reports, an extract of the reports of its meeting is drafted, to which is attached a copy of the meeting notice (with the signatures of all those present). These documents are added to the file of each candidate and are submitted to the General Secretary of the U.O, according to the FES Contest Procedure.

Art. 21. (1) The appeals may be filed exclusively for non-compliance with legal procedures.

(2) If a candidate has elements that can prove non-compliance with the legal contest procedures, the candidate may file an appeal within 3 working days from the moment the results were displayed. The appeal is formulated in writing, is registered at the U.O. and shall be settled by the Appeals Committee. The solution is announced within 2 working days from the submission of the appeal, on the contest's website.

(3) Appeals committee are set up at the same time and go through the same procedure as the contest committee. The members of the contest committee may not be part of the appeals committee. Following the approval by the university senate, the committee for solving the appeals is appointed by decision of the Rector.

(4) The failure to comply to the provisions of the own methodology by the persons with

attributions in the procedure of organization and development of the contest constitutes a disciplinary violation and is sanctioned in accordance with the provisions of Law 1/2011 or other legal provisions, depending on the deed.

Art. 22. In case the position put up for contest has not been filled, the contest may be resumed, in full compliance with the contest procedure.

Art. 23. The result of the contest is published on the web page of the contest and on the FES page, within 2 working days, observing the term provided by the calendar approved at the U.O. and / or the FES.

CHAPTER V. FINAL PROVISIONS

Art. 24. (1) It is considered to be involved in the contest procedure, the persons who:

- a) participates in the decision-making process regarding the appointment of the contest committee;
- b) are members or substitute members of the contest committee;
- c) are involved in professional or administrative evaluation decisions within the contest;
- d) are involved in resolving appeals.

(2) The persons who:

- a) are spouses, relatives and relatives up to the third degree, including one or more candidates;
- b) are employed in the same institution with a candidate who holds a management position and are hierarchically subordinated to the candidate.

This procedure was updated in December 2020, according to the regulations in effect and applies to contests organized after the date of its approval by the university senate.

DEAN,

Prof.univ.dr.habil. Alina BĂDULESCU

Annex no. 1 - application for registration for the contest

To the Contest Procedure for filling teaching and research positions

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

To,

Rectorate of the University of Oradea

MR. RECTOR,

The undersigned born on (day, month, year) in
the locality , domiciled in the locality str.
..... County block... sc... ..ap floor... ..telephone...
..... , Book of identity series no issued by the Police
..... on , graduate of the Faculty
..... , study program , Promotion
..... , With general average and average at the bachelor's / master's exam
..... , employee of in the position of
..... , Please approve my registration for the contest for the position of
..... , position , disciplines...
.....
.....
..... Department.
..... Faculty
.....

I mention that I am a doctor of science since (Order of the relevant minister)
..... in the field and in the

disciplines of the position put up for contest I obtained the following marks during the
faculty
.....

The contest was published in the Official Gazette
..... and in the newspaper of
.....

Note:

Candidates declared admitted will conclude a full-time employment contract with the
university for an indefinite period.

Signature Date

We certify the legality of the contest entry

LEGAL OFFICE

Date Signature

Annex no. 2 to the competition methodology

for filling vacant teaching and research positions

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

OPIS

CONTEST FILE

for teaching and research positions

CANDIDATE DATA:

LAST NAME _____ FIRST NAME _____ CNP _____

Position for which he/she is applying _____ Position

Disciplines _____

Department _____

Faculty _____

1. In order to register for the competition for filling a vacant teaching position, the candidate draws up a file containing the following documents:

<i>Nr. crt.</i>	SUBMITTED DOCUMENTS	<i>YES</i>	<i>NO</i>
1.	The application for registration in the competition, signed by the candidate accompanied by a declaration on his own responsibility regarding the veracity of the information presented in the file - standard model.(Annex 1)		
2.	Proposal for the development of the candidate's university career, both from a didactic point of view and from the point of view of scientific research activities - if applicable.		

3.	Curriculum vitae according to the Framework Methodology, art. 14.		
4.	List of works according to the Framework Methodology, art. 15.		
5.	Checking the fulfillment of the minimum standards for the occupation of the position (Annex 3).		
6.	Copy of the doctoral degree in sciences and, if it was obtained abroad, the certificate of recognition or equivalence of it by the Romanian state - the original document will be presented for compliance		
7.	For the positions of university professor, a copy of the order of the minister attesting the habilitation / right to conduct a doctorate and, in case it was obtained abroad, the attestation of its recognition or equivalence by the Romanian state.		
8.	Summary of the doctoral thesis and, as the case may be, of the habilitation thesis, on a maximum of one page each, in Romanian and English.		
9.	Declaration on one's own responsibility that it is not in any situation of incompatibility provided in Law 1/2011 (National Education Law) and the Framework Methodology issued at national level.		
10.	For the positions of university professor, the list of references containing at least 3 names and contact addresses of personalities from the respective field, from abroad, who agreed to draw up letters of recommendation regarding the profesional qualities of the candidate (Annex 4).		
11.	For the positions of associate professor, the list of references containing at least 3 names and contact addresses of personalities in the field, from the country or abroad, who have agreed to draw up letters of recommendation regarding the profesional qualities of the candidate (Annex 4).		
12.	In order to fill the positions in higher medical education as head of works or associate professor, except for the positions from the disciplines that do not have a correspondent in the network of the Ministry of Health and those from the preclinical disciplines, the condition of holding the title of specialist doctor must be additionally fulfilled.		
13.	Copies of other diplomas or certificates of recognition attesting to the candidate's studies: baccalaureate diploma, bachelor's degree, master's degree - the original documents for compliance will be presented.		
14.	Copies of transcripts, diploma supplements or school statements issued for each course of study - the original documents for compliance will be presented.		
15.	Copy of identity card or passport, or other document equivalent to identity card or passport - the original documents will be presented for compliance.		

16.	If the candidate has changed his / her name, copies of the documents attesting the name change - marriage certificate or proof of the name change - the original documents will be presented for compliance.		
17.	Medical certificate from which it results that he is able to carry out didactic activity.		
18.	Maximum 10 publications, patents or other works, selected by the candidate and considered to be the most relevant for their own profesional achievements.		
19.	The acceptance of the processing of personal data by the U.O.		

2. If there are works that are not available in print or cannot be scanned (theatrical or musical performances, paintings, etc.), recordings or photographs will be submitted.

3. A CD / DVD or other electronic format, with its entire scanned content, shall be attached to the contest dossier, in order to be sent to the contest committee and uploaded to the website. The list of works, the CV and the Verification Form (Annex 3) will be scanned as separate files, without exceeding 10 MB together. The personal data of the candidate (CNP, home address and signature) will not appear on the scanned documents.

Verified when submitting the Candidate file

S.R.U.

Annex no. 3 - minimum standards verification sheet

To the Contest Procedure for teaching and research positions

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

CHECKING SHEET

A MINIMUM OF MEETING THE STANDARDS

for teaching and research positions

I. DATE ABOUT THE CANDIDATE

1. Undergraduate and master's degree studies

Nr. crt.	Higher education institution	Domain	Period	The title granted

2. Doctoral university studies

Nr. crt.	Higher education institution	Domain	Period	The title granted

3. Postdoctoral studies and scholarships

Nr. crt.	The organizing institution	Domain	Period	Obs.

4. Teaching / professional degrees

Nr. crt.	The institution	Domain	Period	Title / teaching position / professional degree

II. DATA ON MEETING SPECIFIC STANDARDS

1. University assistant, research assistant, scientific researcher

- is a graduate of an accredited higher education institution;
- holds a diploma / scientific title of doctor according to the provisions of Art.

12. (2) above;

- published at least 4 papers (articles, studies) in extenso, in specialized journals indexed in at least 3 international databases or listed Web of Science, of which, for one article, has the quality of sole author, first author or corresponding author;

- presented at least 4 scientific papers at international conferences in the field, of which at least 1 at conferences with a history of ISI-indexed Proceedings.

- meets the specific FES criteria provided in the Form for verifying the fulfillment of the minimum standards for teaching and research positions at the Faculty of Economics established by the CNATDCU Committee: Committee of Economic Sciences and Business Administration (ANNEX no. 3 to this Procedure).

- meets other ESF-specific requirements, as follows:

Evaluation criteria	Performance indicator	Minimum average / no. minimum
1. Diploma attesting the candidate's specialization in a field belonging to the Economic Sciences, by undergraduate and / or master's and / or doctoral studies - this criterion is valid only for the positions put up for contest that are composed of foreign language disciplines , according to the provisions of Art. 12. (2) of the Procedure regarding the organization, development and occupation by contest of teaching and research positions, for an indefinite period, at the Faculty of Economic Sciences of the University of Oradea	University / Faculty / Specialization The following points will be granted (M), depending on the general average grade of graduating bachelor cycle (GAGB): -0.60 points for $GAGB > 9.5$ -0.45 points for $9 \leq GAGB \leq 9.5$ -0.30 points for $8.5 \leq GAGB < 9$ -0.15 points for $8 \leq GAGB < 8.5$ -0 points for $GAGB < 8$	Minimum 1 License/ master / doctorate

Evaluation criteria	Performance indicator	Minimum average / no. minimum
2. Dissemination of the results of scientific research:	<p>For each WoS item a score is awarded = 2 / no. by authors</p> <p>For each item indexed in at least 3 BDI (other than WoS) a score is awarded = 1 / no. by authors</p> <p>For each conference paper with a history of Proceeding WoS = 2 / no. by authors</p>	Total minimum 8 works.
FINAL SCORE COMPUTED BY THE CANDIDATE: F=score from publications+score depending on GAGB =		

Realized / unrealized

2. University lecturer, scientific researcher degree III

- is a graduate of an accredited higher education institution;
- meets the national minimum standards for teaching positions, specific to the position of university lecturer / scientific researcher grade III, according to the legislation in force, if applicable;
- holds a diploma / scientific title of doctor according to the provisions of Art. 12. (2) above;
- published at least 1 article in extenso in WoS indexed journals and has minimum 1 independent citation (excluding self-citations and semi-self-citations) in WoS indexed journals;
- developed, at least in electronic form, a specialized teaching material for

student use;

- have published at least 4 papers (articles, studies) in extenso, in specialized journals indexed in at least 3 international databases (BDI) or listed Web of Science;

- presented at least 4 scientific papers at international conferences in the field, of which at least 1 at conferences with a history of ISI-indexed Proceedings;

- meets at least 75% of the score related to the position of associate professor established by the CNATDCU minimum standards, respectively:

- $S = P + C$ score: minimum 1.125.

- meets the specific FES criteria provided in the Form for verifying the fulfillment of the minimum standards for teaching and research positions at the Faculty of Economics (ANNEX no. 3 to this Procedure), criteria that cannot fall below the level of national minimum standards.

- meets the specific requirements of the FES, as follows:

Evaluation criteria	Performance indicator	Minimum average / no. minimum
1. Diploma attesting the candidate's specialization in a field belonging to the Economic Sciences, through undergraduate and / or master's and / or doctoral studies - this criterion is valid only for the positions put up for contest that are composed of foreign language disciplines , according to the provisions of Art. 12. (2) of the Procedure regarding the organization, development and occupation by contest of teaching and research positions, for an indefinite period, at the Faculty of Economic Sciences of the University of Oradea	University / Faculty / Specialization The following points will be granted (M), depending on the general average grade of graduating bachelor cycle (GAGB): -0.60 points for $GAGB > 9.5$ -0.45 points for $9 \leq GAGB \leq 9.5$ -0.30 points for $8.5 \leq GAGB < 9$ -0.15 points for $8 \leq GAGB < 8.5$ -0 points for $GAGB < 8$	Minimum 1 License/ master / doctorate

Evaluation criteria	Performance indicator	Minimum average / no. minimum
2. Dissemination of the results of scientific research:	<p>Minimum 1 specialized teaching material for student use, at least in electronic form;</p> <p>Minimum 1 article in extenso, in WoS indexed journals with non-zero AIS;</p> <p>Minimum 4 papers (articles, studies) in extenso, in specialized journals indexed in at least 3 international databases (BDI) or listed Web of Science;</p> <p>Minimum 4 scientific papers at international conferences in the field, of which at least 1 at conferences with a history of Proceedings indexed by ISI;</p> <p>Meets at least 75% of the lecturer's score established by the CNATDCU minimum standards</p>	
3. Individual scores P, C, S:		The individual score of the candidates is calculated according to Annex 27 to the O.M.E.N.C.Ş. no. 6.129 / 20.12.2016 regarding the approval of the
<p>P indicator = $\sum P_i$ for maximum 10 ISI items with AIS non zero</p> <p>Indicator C = $\sum C_j$ for maximum 10 citations in ISI journals with AIS non zero</p>		

Evaluation criteria	Performance indicator	Minimum average / no. minimum
Indicator S=P+C	Minimum 1.125	minimum necessary and obligatory standards for conferring didactic titles in higher education, of the profesional degrees of research-development, of the quality of doctoral supervisor and of the habilitation certificate
FINAL SCORE COMPUTED BY THE CANDIDATE F=score for publications+score according to the GAGB	

According to Annex 27 to the O.M.E.N.C.Ş. no. 6.129 / 20.12.2016 on the approval of the minimum necessary and mandatory standards for conferring teaching degrees in higher education, profesional degrees of research and development, the quality of doctoral supervisor and the certificate of qualification, **the values of scores** for participation in contests for positions and obtaining teaching and scientific degrees and granting the certificate of qualification are the following:

Didactic / scientific title for which he is applying	S		P		C	
	Minimal	Calculate d by the candidate	Minimal	Calculat ed by the candidat e	Minimal	Calculat ed by the candidat e
Lecturer	≥ 1,125		-		-	

Realized / unrealized

IV. DATA ON COMPLIANCE WITH NATIONAL MINIMUM AND FES-SPECIFIC STANDARDS

Associate Profesor, University Profesor, Grade II Scientific Researcher or Grade I Scientific Researcher:

- holds a diploma / scientific title of doctor according to the provisions of Art. 12. (2) of the Procedure regarding the organization, development and occupation by contest of teaching and research positions, for an indefinite period, at the Faculty of Economic Sciences of the University of Oradea;

- meets the national minimum standards for teaching positions, specific to the position of associate professor, university professor, second degree scientific researcher or first degree scientific researcher, established by CNATDCU Committee: Committee of Economic Sciences and Business Administration, as appropriate, according to current legislation ;

- holds the quality of doctoral supervisor in the branch of economics (this criterion applies only to candidates for the position of university professor / scientific researcher grade I);

- meets - where appropriate - other FES-specific requirements set out in point V below.

4.1. Compulsory criterion according to LEN 1/2011, with subsequent amendments and completions, valid only for candidates for the position of university professor / scientific researcher degree I:

Holding the certificate of habilitation / quality of doctoral supervisor in the branch of science Economic sciences, in the field of taught subjects

Fulfilled / Unfulfilled

4.2. Minimum required and mandatory standards set by the CNATDCU Committee: Committee for Economic Sciences and Business Administration

4.2.1. According to Annex 27 to the O.M.E.N.C.Ş. no. 6.129 / 20.12.2016 on the approval of the minimum necessary and mandatory standards for conferring teaching degrees in higher education, profesional degrees of research and development, the quality of doctoral supervisor and the certificate of qualification, **the values of scores** for participation in contests for positions and obtaining teaching and scientific degrees and granting the certificate of qualification are the following:

Nr. crt.	Didactic / scientific title for which he is applying	S		P		C	
		Minimal	Calculated by the candidate	Minimal	Calculated by the candidate	Minimal	Calculated by the candidate

1.	Associate professor	$\geq 1,50$		$\geq 0,75$		$\geq 0,50$	
2.	Scientific researcher II	$\geq 1,50$		$\geq 0,75$		$\geq 0,50$	
3.	University professor	$\geq 4,00$		$\geq 2,00$		$\geq 1,20$	
4.	Scientific researcher I	$\geq 4,00$		$\geq 2,00$		$\geq 1,20$	

4.2.2. Minimum conditions, according to Annex 27 to the O.M.E.N.C.Ş. no. 6.129 / 20.12.2016 regarding the approval of the minimum necessary and obligatory standards for the conferment of didactic titles in higher education, of the professional degrees of research-development, of the quality of doctoral supervisor and of the habilitation certificate:

4.2.2.1. University professor / scientific researcher I

Nr. crt.	For a university professor / scientific researcher I, one of the following conditions must be met:	Accomplished	
		YES value fulfilled	NO
a).	of the maximum 10 articles, the candidate must be the author or co-author of at least two articles published in ISI-rated journals with an absolute influence score (AIS) greater than 0.15		
b).	to have won in national or international contests at least 2 research projects / grants, except for projects funded by operational programs such as SOP-DRU, SOP-EEC or similar, one of which as project director or partner manager		
c).	of the maximum 10 articles, the candidate must be the author or co-author of at least one article published in ISI rated journals with an absolute influence score (AIS) higher than 0.15 and have won at least 1 project in national or international contests / research grant, except for projects financed by operational programs such as SOP-DRU, SOP-EEC or similar, as director		

Realized / unrealized

In addition, the candidate for the title of university professor / scientific researcher I must have a minimum of 4 ISI articles with AIS non zero, of which at least 2 from the Core Economics and / or Infoeconomics categories, according to Annex 27 to the O.M.E.N.C.Ş. no. 6.129 / 20.12.2016 regarding the approval of the minimum necessary and obligatory standards for conferring didactic titles in higher education, professional research and development degrees, the quality of doctoral supervisor and the habilitation certificate, established by the CNATDCU Committee: Committee of Economic Sciences and Business Administration.

Nr. crt.	Name of the criterion	Accomplished	
		YES value fulfilled	No
1.	The candidate for the title of university professor / scientific researcher I must have a minimum of 4 ISI articles with AIS non zero, from which:		
	- at least 2 of the Core Economics and / or Infoeconomics categories		

Realized / unrealized

4.2.2.2. Associate Professor / Scientific Researcher II

Nr. crt.	For Associate Professor / Researcher II, one of the following conditions must be met:	Accomplished
---------------------	---	---------------------

		YES value fulfilled	/ NO
a).	of the maximum 10 articles, the candidate must be the author or co-author of at least one article published in ISI-rated journals with an absolute influence score (AIS) greater than 0.15		
b).	have been a director / responsible partner / member of a research project / grant won in national or international competitions, except for projects funded by operational programs such as SOP-DRU, SOP-EEC or similar		

Realized / unrealized

In addition, the candidate for the title of Associate Professor / Scientific Researcher II must have a minimum of 2 ISI articles with AIS non zero, of which at least 1 from the Core Economics and / or Infoeconomics categories, according to Annex 27 to the O.M.E.N.C.Ş. no. 6.129 / 20.12.2016 regarding the approval of the minimum necessary and obligatory standards for conferring didactic degrees in higher education, professional research and development degrees, the quality of doctoral supervisor and the habilitation certificate established by the CNATDCU Committee: Committee of Economic Sciences and Administration business.

Nr. crt.	Name of the criterion	Accomplished	
		YES value fulfilled	/ NO
1.	The candidate for the title of Associate Professor / Scientific Researcher II must have a minimum of 2 ISI articles with AIS non zero, from which:		
	- at least 1 of the Core Economics and / or Infoeconomics categories		

Realized / unrealized

V. DATA ON MEETING THE FES SPECIFIC MINIMUM CRITERIA

Associate Professor, University Professor, Grade II Scientific Researcher or Grade I Scientific Researcher:

Clarification: This criteria is valid only for the positions put up for contest that are composed of foreign language disciplines, according to the provisions of Art. 12. (2) of the Procedure regarding the organization, development and occupation by contest of teaching and research positions, on indefinite period, at the Faculty of Economic Sciences of the University of Oradea, in addition to the minimum necessary and mandatory Standards established by the CNATDCU Committee: Committee of Economic Sciences and Business Administration:

- holds a diploma attesting to the candidate's specialization in a field belonging to the Economic Sciences, through undergraduate and / or master's and / or doctoral studies in the field of Economic Sciences

VI. SELF-EVALUATION OF TEACHING AND SCIENTIFIC ACTIVITY

This self-assessment is carried out with the observance of the minimum necessary and obligatory standards for the conferment of didactic titles in higher education, of the professional degrees of research-development, of the qualification of doctoral supervisor and of the habilitation certificate.

Self-assessment for the position of assistant professor

Score calculation:

Nr. crt.	Bibliographical references	Journal / conference type and indexing category (eg WoS journal, BDI journal, conference with WoS Proceedings, international conference without WoS proceedings)	No. of authors	Individual score per item
1				
2				
3				
4				
5				
6				

7				
8				
9				
10				
Total score publications			
Total score according to GAGB			
TOTAL SCORE SELF-ASSESSMENT			

For each WoS item a score is awarded = 2 / no. of authors

For each item indexed in at least 3 BDI (other than WoS) a score is awarded = 1 / no. of authors

For each conference paper with a history of Proceeding WoS = 2 / no. of authors

For each paper at the international conference without proceedings indexed WoS = 1 / no. of authors.

Self-assessment for the position of lecturer

A. P-score calculation: list of the maximum 10 ISI items with AIS non-zero

Nr. crt.	Bibliographical references	AIS	Nr. of N authors with RO affiliation	Multiplier M	Score $P_i = M \times [1 - (N-1) \times 0,1] \times AIS$
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10					
TOTAL P score					

Equivalences performed (with ISI books / chapters / proceedings - if applicable:

B. Calculation of C points: list of maximum 10 citations in ISI-rated journals with AIS non zero (self-citations and semi-self-citations are excluded).

Nr. crt.	Bibliographical references	The quartile after AIS of the magazine in which art. quoting	Score
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10			
TOTAL C score			

C. Calculation of points $S = P + C = \dots$

D. Score centralizer

Indicator / Score	Calculated score	Minimum lector score
P Indicator		-
C Indicator		-
S=P+C Indicator		1,125

Score according to the GAGB
FINAL SCORE (SELF_ASSESSMENT)

Self-assessment for the positions of associate professor, professor

C. P-score calculation: list of the maximum 10 ISI items with AIS non-zero

Nr. crt.	Bibliographical references	AIS	Nr. of N authors with RO affiliation	Multiplier M	Score $P_i = M \times [1 - (N-1) \times 0,1] \times AIS$
11					

12				
13				
14				
15				
16				
17				
18				
19				
20				
TOTAL P score				

Equivalences performed (with ISI books / chapters / proceedings - if applicable):

D. Calculation of C points: list of maximum 10 citations in ISI-rated journals with AIS non zero (self-citations and semi-self-citations are excluded).

Nr. crt.	Bibliographical references	The quartile after AIS of the magazine in which art. quoting	Score
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
TOTAL C score			

C. Calculation of points $S = P + C = \dots$

D. Other conditions (valid for conf / prof.):

Articles published in ISI-rated journals with an absolute influence score (AIS) greater than 0.15 / projects or research grants of which at least 1 as director or head:

1.

2.

Minimum 4 points prof./ 2 points according to ISI articles with AIS non zero, of which minimum 2 for prof./1 for conf. in Core Economics and / or Infoeconomics.

1.

2.

3.

4.

E. Score centralizer

Indicator / Score	Calculated score	Minimum associated professor score	Minimum university professor score
P Indicator		0,75	2,00
C Indicator		0,50	1,20
S=P+C Indicator		1,50	4,00

I declare on my own responsibility that I meet / do not meet the minimum standards related to the position held, as follows:

1. Meet the minimum score, by categories and total (P, C, S)

2. Meet the additional conditions regarding: maximum number of articles used to calculate the P and C score, minimum AIS of the articles, replacement and maximum weight of 25% of the P score obtained based on books and ISI Proceedings, topics and themes specific to the economic field treated in published articles, minimum number of articles with AIS greater than 0.15 / projects or research grants, the minimum number of 4 (respectively 2 for associate professor) ISI articles with AIS non zero, of which 2 (respectively 1 for associate professor) ISI articles with non-associate AIS published in the Core Economics categories and / or Infoeconomics et. according to the standards in effect at the date of signing.

I hereby confirm that the above data are real and refer to my own professional and scientific activity.

Date _____

Candidate _____

Checked by:

Chairman of the committee _____

Members of the committee _____

Annex no. 4 - list of references

To the Contest Procedure for filling teaching and research positions

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

LIST OF REFERENCES

for the positions of associate professor and university professor

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____
CNP _____

The position for which he/she applies _____

Position _____ Disciplines _____

Department _____

Faculty _____

Nr. crt.	Last name and first name	Univ. title	Specialization / Field	Institutional affiliation (university, faculty, department) *	Address	Email address
1						
2						
3						
4						
....					

Date _____

Candidate _____

Annex no. 5 - appraisal report on the contest for the positions to the

Contest Procedure for filling teaching and research positions

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

APPRECIATION REFERENCE

on the contest for teaching and research positions

(to be completed by each contact person / member of the contest committee, including its chairman, for each of the candidates registered for the contest)

The undersigned _____, didactic degree _____, Institution _____, Department _____, appointed committee member regarding the contest for the position of _____ position _____, Discipline _____, Department _____, Faculty _____ within the University of Oradea, session _____ by the decision nr. _____ and date _____ of the University of Oradea's Rector, following the evaluation of the presented data in the contest file and of the evidence presented by the candidate _____, I found the following:

I. EVALUATION OF THE DIDACTIC AND SCIENTIFIC ACTIVITY

It is made on the basis of the Candidate Self-Assessment Form, the CV, the List of scientific papers and professional achievements, the content of the contest file of each candidate).

A. Relevance and impact of scientific results

B. Ability to guide students or young researchers

C. Teaching skills

D. The ability to transfer the candidate's results to the socio-economic environment

and to popularize the scientific results

E. Ability to work in a team and the efficiency of scientific collaborations

F. Ability to lead research and development projects

G. Professional experience in other institutions

Score obtained (according to the Evaluation Sheet - Annex 6) _____.

Total score of test I _____

For the positions of associate professor, professor, I/II researcher:

Score	Self assesment by the candidate	Granted by the member of the committee
P		
C		
S		

For the position of lecturer

Score	Self assesment by the candidate	Granted by the member of the committee
P		
C		
S		
F=S+M (GAGB)		

For the position of assistant:

Score self-assessed by the candidate (publications + GAGB) _____

Score granted by the member of the committee _____

The candidate **meets** / **does not meet** the criteria for the position and **has** / **does not have** a didactic / professional and scientific activity corresponding to the position.

II. EVALUATION OF THE WRITTEN EXAM - PRACTICAL (only for the position of assistant professor) / **DIDACTIC / SCIENTIFIC / PUBLIC LECTURES**

Grades awarded: minimum (mandatory to be obtained) - 8, maximum - 10 (respectively minimum 7 in case of public lecture)

- Written exam _____

- Practical exam _____

- Didactic / scientific / lecture _____

Grade II exams score (average of maximum 4 exams) _____

FINAL SCORE _____ (sum of scores obtained in assessments I and II)

The candidate has / does not have the necessary knowledge to fill the position.

Following the evaluation of the candidate _____,
whom entered in the contest for the position of _____, position
_____, Department _____,
Faculty _____, by ranking the
results of the candidates (if applicable), he/she occupies the position _____ and I
propose the **occupation** / **non-occupation** of the position for which he/she applied.

Date _____

Signature _____

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

EVALUATION SHEET
for teaching and research positions

DATA ABOUT THE CANDIDATE

LAST NAME _____ FIRST NAME _____ CNP _____

_____ The position he/she is applying for _____ Position
_____ Disciplines _____

Department _____

Faculty _____.

I. EVALUATION OF THE DIDACTIC AND SCIENTIFIC ACTIVITY

For the positions of associate professor, professor, researcher:

Score	Calculated by the candidate	Granted by the committee (average of the 4 evaluations)
P		
C		
S		

For the positions of lecturer:

Score	Calculated by the candidate	Granted by the committee (average of the 4 evaluations)
P		
C		
S		
S+GA		

For the assistant function:

Score calculated by the candidate _____

Score granted by the committee _____

II. WRITTEN - PRACTICAL EXAM (only for assistant positions) / TEACHING / SCIENTIFIC LECTURE

Grades awarded: minimum (mandatory to be obtained) - 8, maximum - 10 (respectively minimum 7 in case of public lecture)

- Written exam _____
- Practical exam _____
- Didactic / scientific lecture _____

Grade II exams score (average of maximum 4 exams) _____

FINAL SCORE _____ (sum of scores obtained in assessments I and II)

Chairman of the committee

Members of the committee



Annex no. 7 - report on the contest to the

Contest Procedure for filling teaching and research positions

UNIVERSITY OF ORADEA

FACULTY OF ECONOMIC SCIENCES

REPORT

on the contest for teaching and research positions

Sesiunea _____

Members of the contest committee (name, first name, teaching title, institutional affiliation):

Chairman:

Member:

Member:

Member:

Member:

appointed by the decision of the Rector of the University of Oradea no. _____ date _____, for the evaluation of the candidates registered for the contest for filling the vacancy of _____, position _____,

Disciplines _____,

Department _____,

Faculty _____, following the contest procedure in accordance with the Faculty's own Procedure, the following report results:

I. DATA ABOUT REGISTERED CANDIDATES

1. Candidates enrolled:

2. Candidates present in the contest:

a. Written – practical exams

b. Didactic / scientific lecture

II. OBTAINED RESULTS

(candidates will be placed in descending order of the final score obtained)

Nr. crt.	Enrolled candidates	Meeting national and specific standards		Final score in exam I [points /%]	Final score in exam II [average/%]	Final score [points /%]
		YES	NOT			
1						
2						
3						
4						
5						
....					

III. OBTAINED RESULTS

The results of the contest were made public on _____, time _____, by _____

IV. APPEALS

There were no complaints / was filed appeal (contesting, motivation)

How the appeal was solved

V. DECISION OF THE CONTEST COMMITTEE

Following the evaluation of the professional, scientific activity and the contest's exam held, the committee proposes, with _____ votes "for", _____ votes "against" and _____ abstentions ", as Ms. /Mr _____ to occupy the position for which the contest was organized.

Date: _____.

Chairman of the Committee _____

Members of the committee _____

**ANNEX NO. 8 - DECLARATION ON OWN RESPONSIBILITY REGARDING THE AVOIDANCE OF
INCOMPATIBILITY OR CONFLICT OF INTEREST**

to the Contest Procedure for filling teaching and research positions

**DECLARATION ON AVOIDANCE OF INCOMPATIBILITY
AND THE CONFLICT OF INTEREST**

The undersigned, univ. dr., titular within
....., appointed by the decision of the Rector of the
University of Oradea no. from, as a referent / member in the contest committee for the
evaluation of the candidates registered for the contest for filling the vacancy of university, position
.....,

Disciplines.....
.....

The Department of, Faculty of Economic Sciences,
University of Oradea, I declare on my own responsibility that I am not in situation of incompatibility or conflict of
interests provided by the normative acts in effect with Mr. / Mrs. Dr.
....., candidate entered this contest.

Date:

Teaching degree, first name and last name:

..... ..

Signature:

.....

Annex no. 9 - The acceptance of the processing of personal data by the U.O.

INFORMATION NOTE and CONSENT

on the processing of personal data

Dear Madam / Dear Sir,

Name surname.....

Subscribed, UNIVERSITY OF ORADEA represented by Mr. Prof.univ.dr.habil BUNGAU CONSTANTIN as RECTOR,

We have prepared this information note in order to explain to you what kind of personal data we process, why we process it and what we do with it. We have a legal obligation to inform you correctly and transparently about how we use your personal data, which is why we ask you to read this document carefully. We are fully aware that personal information belongs to you, we do our best to store it securely and process it carefully.

As our employee / potential employee, this note informs you about what kind of data we process during the employment contract as well as the data that we will continue to process after you are no longer our employee. At the same time, you will find out from this notification to whom we disclose this data obtained from you and what are the rights conferred by law in your favor.

a) Categories of personal data that we process

1. Personal identification data (name, surname, address, CNP or its equivalent for persons who do not have Romanian citizenship, date of birth, place of birth, age, sex, telephone, e-mail, signature, series and passport / bulletin number, Bank account),
2. Personal data concerning the family (marital status, name, surname, salary, date of birth of the spouse / partner and name, surname, date of birth of the dependents),
3. Personal data on education and professional experience (history of education and training, qualifications, certifications, history of previous jobs, history of volunteering activities, skills, competences),
4. Personal health data (personal data on physical and mental health, medical conditions, sick leave),
5. Personal financial details (information related to the bank account, salary, tax obligations deriving from employment relationships),
6. Information on the image of individuals (your picture of children, study documents, identity card in your personal file).

b) The purpose of data processing

UNIVERSITY OF ORADEA processes your personal data for the following purposes:

- In order to conclude and execute an individual employment contract,
- To comply with the legislation regarding the payment of tax, social and health insurance, health and safety at work of employees,
- For the payment of salaries,
- For the granting of legal rights,
- For the organization of work tasks as well as for the supervision of the fulfillment of service tasks,
- To establish or claim a right in court,
- To provide benefits to employees during the execution of the individual employment contract in the form of optional

health insurance services,

- For granting benefits to employees during the execution of the individual employment contract in the form of holiday vouchers, mobile subscriptions, transport subscriptions
- Communications or reports to the competent state or governmental authorities, institutions or agencies such as the County Agency for Employment, the National Integrity Agency, the National Institute of Statistics, the Territorial Labor Inspectorate, ANAF, the Pension House, Police / Prosecutor's Office,
- To ensure the necessary security measures, respectively to ensure the guarding and protection of persons and property, buildings and fences affected by them.

c) The legal basis of the processing

The processing of your data for the purposes mentioned above is based on:

- Concluding and executing the individual employment contract;
- A legal obligation of the Operator;
- Your consent to your personal health data, CNP and image;
- The legitimate interest of the Operator, for the internal reporting activities, for granting benefits to the employees during the execution of the employment contract as well as for the activities of organizing the necessary security measures.

In essence, the personal data collected from you are necessary for the conclusion and execution of the individual employment contract, without which we would be unable to materialize employment relationships. In addition to the information absolutely necessary for the conduct of employment, the company transmits personal data consisting of personal identification data, personal data on education and professional experience and personal financial details.

e rights you have regarding your personal data

(1) The right of access to personal data

This right allows you to obtain from us a confirmation of whether or not we process personal data concerning you, and if so you have the right to receive a copy of this data as well as full information regarding the purpose of processing, categories data subjects, their recipients and their storage period.

(2) The right to rectification

It implies the right to request the correction or updating of inaccurate personal data concerning you or their completion, when they are incomplete.

(3) The right to delete data or the "right to be forgotten"

It implies the right to request and obtain the deletion of personal data concerning you, in certain circumstances, such as (i) personal data are no longer necessary for the purposes for which they were collected or processed, (ii) the data have been processed illegally, (iii) the processing took place on the basis of your consent and it was withdrawn. However, your personal data will be further processed if the relevant legal provisions so require.

(4) The right to withdraw your consent

This consent may be withdrawn at any time when the processing of personal data concerning you has been carried out on the basis of your consent.

(5) The right to restrict processing

It implies the right to request and obtain the restriction of the processing of personal data concerning you, in certain circumstances such as (i) contesting the accuracy of the data or (i) illegal processing.

(6) The right to data portability

It implies your right to receive in a structured format the personal data concerning you and which you have provided to us as well as your right to, in certain circumstances, transmit them to another operator or transfer them ourselves. another operator when this is technically feasible.

(7) The right to oppose

It implies that, at any time, you have the right to object, for reasons related to your particular situation, to the processing of personal data in certain circumstances.

(8) The right not to be subject to a decision based solely on the automatic processing of your data, including the creation of profiles that produce legal effects or significantly affect you

It assumes that you have the right to request human intervention from the operator, to express your point of view and to challenge the decision.

(9) The right to lodge a complaint with us and / or with the competent authority regarding the protection of personal data

(10) The right to go to court

For the exercise of these rights, as well as for additional questions regarding this information note or in connection with the use by the University of Oradea of personal data, please contact us.

h) Updating this information note

This information note on the processing of personal data is subject to regular reviews of which you will be informed.

I express my consent for the UNIVERSITY of ORADEA to use personal identification data.

I am aware,

Date: Name and surname: _____ Signature: _____

Annex no. 10 - Procedure for conducting work in the case of online competition

1. The conduct of the competition in the online version will have to be fully registered, for each candidate, and archived at the level of the Faculty of Economics. The competition can take place. Faculties can opt for one of the platforms that offers the possibility of organizing audio-video conferences with full session recording (MS Teams, Google Meet, WebEx, Zoom or Skype).

2.

Art. 2. In case of online support, in the hall designated for the contest will be present, in compliance with all health protection rules established at that time, at least the candidate / candidates and the chairman of the committee or a member of the competition committee. The chairman of the committee (present in the hall or online) initiates and coordinates the online conduct of the competition.

3.

Art. 3. (1) For the competitions for the indefinite occupation of the positions, the following shall be done:

(2) After the completion of the competition, the members of the commission complete and sign the Assessment Report (Annex 5 to the competition methodology) for each candidate and send it, in printed format (those who participated in the competition in the hall) or electronically (those who participated online), the chairman of the competition committee.

(3) On the basis of the assessment reports received from all members of the competition committee, the chairman completes the Report on the competition (Annex 6 to the competition methodology), which he submits for approval to the competition committee.

(4) The Chair will successively send, in electronic format, the Report on the competition of the members of the Commission who participated in the competition online. They will sign the Report and return it.

(45) The report will then be signed by the members of the competition committee who are present in the hall and by the chairman of the commission and will be sent to the Office of the Vice-Rector responsible for Academic Management, for posting on the web pages dedicated to the competition.