



MINISTERUL EDUCAȚIEI NAȚIONALE
UNIVERSITATEA DIN ORADEA
FACULTATEA DE MEDICINĂ ȘI FARMACIE
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Nr. 2028/FMF/05.03.2020

**PROCEDURĂ PROPRIE DE CONCURS PENTRU OCUPAREA PE PERIOADĂ
NEDETERMINATĂ A POSTURILOR DIDACTICE ȘI DE CERCETARE VACANTE
ÎN CADRUL
FACULTĂȚII DE MEDICINĂ ȘI FARMACIE**

Domeniul Sănătate

**Procedura a fost aprobată în ședința Consiliului Facultății de Medicină și Farmacie din 04.03.2020
și în Ședința de Senat din 09.03.2020
HS nr 02/09.03.2020 Anexa 19**

Traducere din limba română

**OWN PROCEDURE FOR THE FOR EMPLOYMENT FOR AN INDEFINITE PERIOD OF THE RESEARCH
POSTS VACANT WITHIN THE FACULTY OF MEDICINE AND PHARMACY**

**The procedure was approved in the meeting of the Council of the Faculty of Medicine and
Pharmacy from 04.03.2020 and the Senate Meeting from 09.03.2020**

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GENERAL ASPECTS

Art. 1. In the Faculty of Medicine and Pharmacy within the University of Oradea (UO), the vacant teaching or research positions are filled, for an indefinite period, only by public contest, according to:

- Law no. 1/2011, and GD no. 457 on the approval of the Framework Methodology for the contest for filling vacant teaching and research positions in Higher Education (published in the Official Gazette part I, no. 371 / 26.05.2011), both with subsequent amendments and completions,
- Emergency Ordinance no. 96 / 08.12.2016 for the modification and completion of some normative acts in the fields of education, research, professional 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 indefinite teaching and research positions in the University of Oradea, approved in the Senate of the University of Oradea on 26.11. 2018
- of this procedure, hereinafter referred to as the own Procedure of the Faculty of Medicine and Pharmacy and other normative acts in force at the date of the s

Art. 2. (1) The public for the positions is proposed by the director of the department in whose structure the vacancy is located, by a report endorsed by the department council and by the Faculty Council.

(2) The list of positions proposed for filling by public contest is approved by the Faculty Council 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).

(3) In the forwarding address, the positions will be individualized by indicating the position in the list of positions of the department, the disciplines in the structure of the position, mentioning that the position is vacant or is going to be vacant.

(4) The proposal of the director of the department will be accompanied by a report which must contain clarifications regarding the observance of the criteria for filling the vacancies in the public contest and the financial resources for filling the position.

REGISTRATION FOR THE CONTEST

Art. 3. (1) Registration for the public contest for a teaching or research position begins on the day of publication of the position offered for contest in the Official Gazette of Romania, Part III

(2) the registration ends 15 calendar days before the first contest test.

Art. 4. (1) In order to register for the contest for a teaching and research position, the candidate draws up a file containing the documents provided in Annex 2 of this procedure. For the positions that have in their composition disciplines from the English language Medicine study program, the candidates will submit to the application file, mandatory, a certificate / attestation of linguistic competence for the English language.

(2) A CD / DVD or other electronic format, with the entire content of the scanned file, is attached to the contest dossier for transmission to the contest committee.

Art. 5. The candidate's curriculum vitae must include information about:

- a) studies completed and diplomas obtained;
- b) professional experience and former jobs;
- c) the research and development projects he has led as project director and the grants obtained, if any such projects or grants exist, indicating for each source of funding, the volume of funding and the main publications or patents resulted;

d) awards or other elements recognizing the candidate's scientific contributions.

Art. 6. The list of works of the candidate will be structured as follows:

a) the title of the doctoral thesis or theses;

b) the title of the capacitation thesis or theses (if applicable / compulsory for the position of professor);

c) list of books and book chapters (a copy of the book (s) will be submitted) containing information in accordance with the disciplines of the position for which you are applying

d) complete list of papers, articles / studies in extenso, published in national and / or international scientific journals (ISI, BDI, other categories); complete list of publications (ii in extenso, published in papers of some national / international specialized conferences; complete list of publications in the form of summary, published in the volumes of some national / international specialized conferences;

e) the list of the maximum 10 papers (published in extenso, in national or international specialized journals with ISSN) considered by the candidate to be the most relevant for his / her professional achievements, which are included in the printed form and electronically in the file; the justifying works will be listed in extenso. fulfilling the minimum conditions necessary for the position for which the candidate is applying;

f) Patents and other industrial and intellectual property titles.

Art. 7. (1) The contest file is constituted by the candidate and, together with the electronic support containing the scanned file, is submitted to the U.O. specified on the contest website, directly or through postal or courier services, which allow confirmation of receipt.

(2) 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 website. University of Oradea, www.uoradea.ro, the Job button. Responsible for publishing this information is the vice-rector who manages the academic management.

Art. 8. (1) The fulfillment by a candidate of the legal conditions for submission to the contest is certified by the opinion of the legal office of the U.O.

(2) The opinion is communicated to the candidate within a maximum of 48 hours from its issuance and at least 5 working days before the first test of the contest.

TUNNING THE CONTEST

Art. 9. The contest takes place no later than 45 days from the end of the registration period.

Art. 10. (1) The composition of the contest commission is established after the publication of the announcement of the contest for each position, for each position put up for contest.

(2) The contest commission consists of 5 members, including its president, specialists in the field of the position put up for contest or in related fields.

(3) The composition of the contest committee includes 2 alternate members. In the event of the unavailability of a member's participation in the work of the committee, that member shall be replaced by an alternate member elected by the chairman of the committee.

(4) The members of the commission can be from inside or outside the U.O, from the country or from abroad. In order to hold the position of associate professor, professor, second degree scientific researcher or first degree scientific researcher, at least 3 members of the commission must be from outside the U.O, from the country or from abroad.

(5) The members of the contest committee must have a teaching or research degree higher or at least equal to that of the position put up for contest.

(6) for the exclusive purpose of participating in the contest commission, 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 commission.

(7) The president of the contest commission can be the director of the department, the head of the doctoral school, the dean or vice-dean, a tenured university professor in the field or in a close field, delegated for this purpose by the vote of the department council, respectively of the faculty council that organizes the contest. . At the appointment of the chairman of the contest committee, an alternate chairman will also be appointed (who will also be able to fulfil the function of alternate member of the contest committee).

(8) The council of the department in whose structure the post is located makes proposals for the nominal composition of the contest commission.

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

(10) The nominal composition of the contest commission together with the approval of the Faculty Council is sent to the University Senate and subject to its approval.

(11) Following the approval by the University Senate, the contest commission is appointed by the decision of the rector.

Art. 11. (1) The contest commission consists of 5 members, including its president, specialists in the field of the position put up for contest or in related fields, as well as 2 alternate members.

(2) The proceedings of the contest committee are chaired by the chairman.

(3) The decisions of the contest commission are taken by secret vote of the members.

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

Art. 12. (1) The contest file is sent to the members of the contest commission starting with the closing date of the process of submitting the contest files, but not later than 5 working days before the first test of the contest.

(2) The sending of the file, in the electronic format submitted by the candidate, after the multiplication in 5 copies, is done through the university registry. The file can also be sent in electronic format, by e-mail.

(3) The file in printed format, submitted by the candidate, will be sent by the university to the chairman of the commission.

Art. 13. (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 candidate's teaching skills;

d) the candidate's ability to transfer his 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 and development projects;

g) the professional experience of the candidate in institutions other than U.O.

(2) The contest commission has the obligation to verify and ascertain the fulfilment by the candidate of the national minimum standards.

Art. 14. (1) The professional competencies of the candidate are evaluated by the contest commission on the basis of the contest file and, additionally, through one or more contest tests, including lectures, courses, written test, practical test.

Art. 15. (1) The assistant professor, the research assistant and the scientific researcher are employed through a public contest, among the graduates of the accredited institutions of higher education, if they meet the following criteria

- a. holding a doctorate, in the field of biomedical sciences or in the fields of disciplines related to the position put up for contest;
- b. holding the title of doctor / dentist / resident pharmacist or a higher medical degree (specialist / doctor) for teaching positions in the disciplines with correspondent in the network of the Ministry of Health. In the field of health, for teaching positions in the disciplines with correspondent in the network of the Ministry of Health can access only persons who have obtained through contest the title of doctor / dentist / resident pharmacist or the title of specialist / doctor in the position, according to NEL Law 1 / 2011, Chapter V, Section I, Art 174, paragraph (5).
- c. for the discipline / disciplines from the position put up for contest, the minimum grade of the candidate, from his / her own transcript, must be at least 8 (eight); also, the number of hours completed and credits obtained during the faculty to be similar or equivalent (according to the discipline equivalence procedure) with the number of hours, respectively of credits provided for each of the disciplines in the composition of the position for which he / she is applying;
- e. on the date of submission of the file, the candidate must meet the minimum criteria provided by the CNATDCU Minimum Criteria Verification Form according to which the activity of the teachers from the Faculty of Medicine and Pharmacy is evaluated (Annex 8.1, 8.2 (KAmin assistant professor = 15.5 for all positions of assistant for an indefinite period - for all study programs except for teaching positions of indefinite period assistant for the study program Dentistry where KA min assistant professor = 9.3).

(2) In the contest for the position of university assistant, the professional competencies of the candidate are evaluated by the contest commission on the basis of the contest file as well as by taking a written test and a practical test.

(3) The contest for the position of assistant professor consists of two tests: written and practical (specific to the position) on the day (s), at the hours and in the room that will be announced by the commission on the website of U.O.

(4) For the written test, the bibliography is announced on the university's website, once the job announcement is published.

(5) The topic of the practical test is established by the president of the contest commission, in consultation with its members, and is announced at least 3 working days before the test on the contest website, together with the day, time and place of the contest, thus inviting all candidates to take the contest tests. The practical test consists of holding a seminar or a practical paper. For positions in the composition and disciplines of the English Medicine study program, the practical test will be held in English.

Art. 16. (1) In order to occupy a position of associate professor / head of works or third degree scientific researcher, the candidates, graduates of accredited higher education institutions, must cumulatively fulfil the following

- a. holding a doctorate; in the field of biomedical sciences or in the fields of disciplines related to the position put up for contest;
- b. holding a diploma in health domain
- c. elaboration, at least in electronic form, of a specialized didactic material for the students' use, in the specialty of the position;
- d. holding the title of doctor / dentist / resident pharmacist or a higher medical degree (specialist / doctor) for teaching positions in the disciplines with correspondent in the network of the Ministry of Health. In the field of health, for teaching positions in the disciplines with correspondent in the network of the Ministry of Health can access only persons who have obtained through contest the title of doctor / dentist / resident pharmacist or the title of specialist / doctor in the position, according to NEL Law 1 / 2011, Chapter V, Section I, Art 174, para. (5).

e. in each of the disciplines of the position for which he is applying, the candidate's minimum grade, from his own transcript, must be at least 8 (eight): also the number of hours completed and credits obtained during the faculty must be similar or equivalent (according to the procedure of equivalence of the disciplines) with the number of hours, respectively of credits provided for each of the disciplines in the composition of the position for which he is applying;

f. at the date of submitting the file, the candidate must meet the minimum criteria provided by the CNATDCU Minimum Criteria Verification Form according to which the activity of the teachers from the Faculty of Medicine and Pharmacy is evaluated (Annex 8.1, 8.2) (KAmin head of works = 23.25 for all teaching positions of indefinite-term assistant - in all study programs, except for teaching positions of indefinite assistant in the study program Dental Medicine, where KA min head of work = 11.25).

(2) Within the contest for the position of lecturer / head of works, the professional competencies of the candidate are evaluated by the contest commission on the basis of the contest file, by holding a didactic lecture and a public lecture.

(3) The topic of the didactic lecture is established by the president of the contest commission, with the consultation of its members and is announced at least 3 working days before the test on the website, together with the day, time and place of the contest, thus inviting all candidates to take the tests of contest.

(4) During the public lecture the candidate presents the most significant previous professional results and the development plan of the university career. This test must also contain a question and answer session from the committee and the public. For the positions that have in composition and disciplines from the study program Medicine English, the public lecture will be held in English.

Art.17. (1) In order to occupy a position of associate, the candidates, graduates of accredited higher education institutions, must cumulatively fulfil the following:

a. holding a doctorate; in the field of biomedical sciences or in the fields of disciplines related to the position put up for contest;

b. holding a diploma in health domain

c. holding the title of doctor / dentist / resident pharmacist or a higher medical degree (specialist / doctor) for teaching positions in the disciplines with correspondent in the network of the Ministry of Health. In the field of health, for teaching positions in the disciplines with correspondent in the network of the Ministry of Health can access only persons who have obtained through contest the title of doctor / dentist / resident pharmacist or the title of specialist / doctor in the position, according to NEL Law 1 / 2011, Chapter V, Section I, Art 174, para. (5).

d. fulfilling the national minimum standards for teaching positions, specific to the teaching position of associate professor, approved by order of the minister, according to art. 219, para. (1), lit. a) of Law no. 1/2011;

e. 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 personalities from the respective field, from the country or from abroad, outside the higher education institution whose position is issued. (Annex 4), who agreed to draw up letters of recommendation regarding the professional qualities of the candidate.

(2) The professional competencies of the candidate are evaluated by the contest commission on the basis of the contest file, by holding a didactic lecture and a public lecture.

(3) The topic of the didactic lecture is established by the president of the contest commission, with the consultation of its members and is announced at least 3 working days before the test on the website, together with the day, time and place of the contest, thus inviting all candidates to take the tests of contest.

(4) During the public lecture the candidate presents the most significant previous professional results and the development plan of the university career. This test must also contain a question and answer session from the committee and the public. For the positions that have in composition and disciplines from the study program Medicine in English, the public lecture will be held in English.

Art.18. (1) In the contest for the position of professor, candidates, graduates of accredited higher education institutions, must cumulatively meet the following conditions:

a. holding a doctorate, in the field of biomedical sciences or in the fields of disciplines related to the position put up for contest;

b. holding a diploma in health domain;

c. holding the quality of doctoral supervisor in the field of biomedical sciences;

d. holding the title of doctor / dentist / resident pharmacist or a higher medical degree (specialist / doctor) for teaching positions in the disciplines with correspondent in the network of the Ministry of Health. In the field of health, for teaching positions in the disciplines with correspondent in the network of the Ministry of Health can access only persons who have obtained through contest the title of doctor / dentist / resident pharmacist or the title of specialist / doctor in the position, according to NEL Law 1 / 2011, Chapter V, Section I, Art 174, para. (5).

e. fulfilling the national minimum standards for teaching positions, specific to the teaching position of university professor, approved by order of the minister, according to art. 219, para. (1), lit. a) of Law no. 1/2011;

f. 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 personalities from the respective field from abroad, who have agreed to write letters of recommendation regarding the professional qualities of candidate.

(2) The professional competencies of the candidate are evaluated by the contest commission on the basis of the contest file, by holding a didactic lecture and a public lecture.

(3) The topic of the didactic lecture is established by the president of the contest commission, with the consultation of its members and is announced at least 3 working days before the test on the website, together with the day, time and place of the contest, thus inviting all candidates to take the tests of contest.

(4) During the public lecture the candidate presents the most significant previous professional results and the development plan of the university career. This test must also contain a question and answer session from the committee and the public. For the positions that have in composition and disciplines from the study program Medicine in English, the public lecture will be held in English.

Art.19. (1) For each position, the contest committee decides the hierarchy of candidates and nominates the candidate with the best results.

(2) The chairman of the contest committee draws up a report on the contest (Annex 6), based on the assessment reports drawn up by each member of the contest committee (Annex 5) and in compliance with the hierarchy of candidates decided by the committee.

(3) The report on the contest is approved by decision of the contest commission and is signed by each of the members of the contest commission and by the chairman of the commission.

(4) The president of the contest commission sends the report on it, approved by decision of the commission, the appreciation reports and the original file of the candidate for the faculty management, respecting the term provided for the contest.

Art.20. (1) The contest files, including the report on the contest, are submitted to the dean of the faculty or to the vice-dean responsible, who organizes their discussion in the Faculty Council and ensures the conditions for the consultation of the contest materials by the members of the council.

(2) In order to validate the contest, the presence of two thirds of the members of the Faculty Council is required.

(3) The faculty council analyzes the observance of the procedures and gives or does not give its opinion to the report on the contest 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 force.

(4) The hierarchy of candidates established by the contest commission cannot be modified by the Faculty Council.

Art.21. Based on the decision of the Faculty Council, an extract of the minutes of its meeting is drawn up, to which a copy of the convening notice of the meeting (with the signatures of all those

present) is attached. general of the UO, to be discussed and submitted to the approval of the University Senate.

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

Art.23. The result of the is published on the web page of the , within two working days from the end of the .

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

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

(2) Can not be involved in the contest procedure persons who:

- a) are spouses, relatives and relatives up to and including the third degree, with one or more candidates;
- b) are employed in the same institution as a candidate holding a management position and are hierarchically subordinate to the candidate;
- c) are associated with a candidate in companies in which they each hold shares representing at least 10% of the capital of the company;
- d) are or have been remunerated through research projects in which a candidate had the quality of project director, in the last 5 years prior to the contest;
- e) benefit or have benefited in the last 5 years prior to the contest from services or benefits of any kind from a candidate.

Art. 25 (1) Appeals can 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 can file an appeal within 3 working days from the communication of the result. The appeal is formulated in writing, is registered at the U.O. and is resolved by the Appeals Commission. The solution is announced in no more than 2 working days on the website.

(3). In order to establish the composition of the appeals settlement commissions, the same procedure is followed as for establishing the composition of the contest commission.

The members of the contest commission cannot be part of the appeals commission. following the approval by the university senate, the commission for solving the appeals is appointed by decision of the rector.

(4) The non-observance of the provisions of the own methodology by the persons with attributions in the procedure of organization and development of the s constitutes a disciplinary violation and is sanctioned in accordance with the provisions of Law 1/2011 or of other legal provisions, depending on the deed.

Art.26. The fixed-term employment agreement between the university and a university assistant, concluded on the basis of a contest, in which the employment standards specific to the purpose provided by art. 301 para. (1) (LEN no. 1/2011), is transformed into an employment agreement for an indefinite period, conferring the quality of holder, in compliance with the provisions of Ordinance no. 9/2018.

Art.27. For the research positions, the provisions of law 319/2003 and the own contest methodology for filling the vacant teaching and research positions in the University of Oradea are applied, according to annex 11, HS 41 / 26.11.2018.

Art.28. This methodology enters into force on the date of its approval in the University Senate

List of Annexes:

1. Application for registration for the contest
2. Description of the documents contained in the contest file
3. Minimum standards verification sheet: 3.1. Medicine / pharmacy; 3.2. Dental Medicine
4. List of people who give references
5. Assessment report: 5.1. Medicine / pharmacy; 5.2. Dental Medicine
6. Report on the
7. Sample evaluation scale - Didactic lecture
- 8.1. CNATDCU Medicine / Pharmacy checklist
- 8.2. CNATDCU Dentistry checklist

**UNIVERSITY OF ORADEA
FACULTY OF MEDICINE AND PHARMACY**

Annex no. 1 to the Contest methodology for filling the research positions

To,

The rector of the University of Oradea

Mr. Rector,

The undersigned....born on (day, month, year).... in..... residing in.....street....County..... building...entrance.....Apartment....Phone....., ID Series...no...issued by....on...., graduate of the Faculty....., study programme....., year...., with cumulative grade point average..... and....graduation grade..., working with....in the position of..., please approve my registration for the for the position of....., subjects..... at...Department.....Faculty.....

I mention that I am doctor of science from (Minister order)..... in the field of..... and for the subjects of the post subject to the I get the following grades during the academic years.....

The has been published in the Official Gazette and in the newspaper..... on...

Note:

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

Date...

Signature....

To,

The rector of the University of Oradea

We certify the legal aspects of registration in the
LEGAL OFFICE

Date...Signature....

Rectangular stamp:

APPROVED IN THE SENATE MEETING ON
09 MARCH 2020

President:

Associate Professor Vasile-Aurel CĂUȘ, PhD

**UNIVERSITY OF ORADEA
FACULTY OF MEDICINE AND PHARMACY**

Annex no. 2 to the Contest methodology for filling the research positions

**UNIVERSITATEA DIN ORADEA Anexa 2 la Metodologia de concurs pentru FACULTATEA DE
MEDICINĂ ȘI FARMACIE ocupareaposturilordidacticeși de cercetare**

**LIST OF DOCUMENTS
FILE for THE
for teaching and research positions
CANDIDATE INFORMATION**

NAME _____ FIRST NAME _____ PIN _____

The JOB for which he is applying _____ Position _____

Subjects _____

Department _____

Faculty _____

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

Crt. no.	DOCUMENTS SUBMITTED	YES	NO
1	Application form, signed by the candidate accompanied by a statement on his own responsibility regarding the veracity of the information presented in the file - 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	Form for checking the fulfillment of the standards for submission to the contest and / or for 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 position of professor, a copy of the order of the minister attesting the capacitation / right to conduct a doctorate and, if 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 capacitation thesis, on a maximum of one page each, in Romanian and English.		
9	Declaration on own responsibility that it is not in any situation of incompatibility provided in Law 1/2011 (Law on National Education) and Methodology - framework issued at national level.		
10	For the position of university professor, the list of references that contains at least 3 names and contact addresses of some personalities from the respective field, from abroad, who agreed to elaborate letters of recommendation regarding the professional qualities of the candidate (Annex 4).		

11	For the position of associate professor, the list of referents that contains at least 3 names and contact addresses of personalities from the respective field, from the country or abroad, who agreed to prepare letters of recommendation regarding the professional qualities of the candidate (Annex 4).		
12	In order to fill the positions in the higher medical education of 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, the condition of holding the title of doctor / dentist / specialist pharmacist / mayor must be fulfilled. In order to fill the positions in the higher medical education of university professor, except for the positions from the disciplines that do not have a correspondent in the network of the Ministry of Health, the condition of holding the title of doctor / dentist / primary pharmacist 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 study cycle - the original documents for compliance will be presented.		
15	Copy of the ID card on the paper, or another document equivalent to the ID card on the paper - 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 for compliance will be presented.		
17	Medical certificate showing that he is fit to carry out didactic activity.		
18	Maximum 10 publications, patents or other works in electronic format selected by the candidate and considered to be the most relevant for their own professional achievements.		
19	For candidates for the position of associate professor or professor, print screen from the Web of Science of the Hirsch index and print screen from the Web of Science with the articles underlying the calculation of the Hirsch index		
20	Certificate / attestation of linguistic competence (only for candidates for positions that are composed of disciplines from the study program Medicine in English) 21 Acceptance of processing of personal data by the U.O.		

2 If there are works that are not available in electronic format 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, is attached to the contest file, in order to be sent to the contest commission and uploaded to the site. The scanned documents will not include the personal data of the candidate (PIN, home address and signature).

Verified upon submission of file HRD

Candidate

**UNIVERSITY OF ORADEA
FACULTY OF MEDICINE AND PHARMACY**

Annex no. 3 to the Contest methodology for filling the research positions

3.1

**MINIMUM STANDARDS VERIFICATION SHEET
for teaching and research positions**

(adapted in accordance with the specific provisions of each commission, elaborated at national level)

MEDICINE / PHARMACY

I. DATA ABOUT THE CANDIDATE

NAME _____ FIRST NAME _____ PIN _____

The position for which he is applying capacitation

Subject capacitation

Position in the organization chart _____

Department _____ Faculty _____

Didactical qualification _____ Position in the organization chart _____

Subject _____

Department _____ Faculty _____ University _____

II. DATA REGARDING THE MEETING OF THE TERMS OF CONTEST

1. Bachelor's and master's degree studies

Crt. no	Higher Education Institution	Field	Period	Title awarded

2. Doctoral studies

Crt. no	Higher Education Institution	Field	Period	Title awarded

3. Postdoctoral scholarship studies

Crt. no	Higher Education Institution	Field	Period	Title awarded

4. Teaching / professional qualifications

Crt. no	Institution	Field	Period	Title / teaching position / professional qualification

MEDICINE / PHARMACY

Calculation of the score regarding the fulfilment of the specific minimum standards

Article type	Score	Score obtained
No of ISI main author articles	3 points / article	
No of ISI co-author articles	1 point / article	
Cumulative impact factor main author (FCIAP)	1 point / 1 impact factor	
Hirsch Index	1 pct / 1 Hirsch index	

Accomplished/ Not accomplished

Minimum necessary and obligatory standards for conferring didactic titles in higher education and professional research and development degrees

**MEDICAL COMMISSION. (Annex no. 20, According to order 6129 of 2016))
PHARMACY COMMISSION (Annex no. 23, According to order 6129 of 2016))**

Title	No of ISI main author articles	No of ISI co-author articles	Hirsch Index	(ISI) Cumulative impact factor main author (FCIAP)
Professor/CSI	10	5	6	10
Associate professor/ CSII	6	3	4	6
Lecturer	*	*	3	*
University assistant	*	*	2	*

*In these cases the candidate is not required to have a fixed number of papers in one category or another of ISI articles, but is required to add the minimum score by summing the score for the 4 sections.

Minimum score for professor (Medicine / Pharmacy) = 51 points
Minimum score for assistant professor (Medicine / Pharmacy) = 31 points
Minimum score for lecturer (Medicine / Pharmacy) = 23-25 points
Minimum score for assistant (Medicine / Pharmacy) = 15 points

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

Date _____ Candidate _____

The score calculated by the candidate _____

Signature _____

Score given by the committee _____

II.a WRITTEN TEST (only for assistant professor positions)

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points
 Score (average of the 4 evaluations)

II.b PRACTICAL TEST (only for university assistant positions) /

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

Average (II.a.+II.b./2) =

III TEACHING LECTURE

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

IV. PUBLIC LECTURE

The scientific content of the presented topic, means and methods used, didactic skills and valences, etc.

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations)

FINAL SCORE (sum of scores obtained in evaluations I, II, III, IV)

CHAIRMAN OF THE COMMISSION _____ **Members of the commission** _____

Annex no. 3 to the Contest methodology for filling the research positions

3.2

MINIMUM STANDARDS VERIFICATION SHEET
for teaching and research positions

(adapted in accordance with the specific provisions of each commission, elaborated at national level)

DENTAL MEDICINE

I. DATA ABOUT THE CANDIDATE

NAME _____ FIRST NAME _____ PIN _____

The position for which he is applying _____

Subject _____

Position in the organization chart _____

Department _____ Faculty _____

Didactical qualification _____ Position in the organization chart _____

Subject _____

Department _____ Faculty _____ University _____

II. DATA REGARDING THE MEETING OF THE TERMS OF CONTEST

1. Bachelor's and master's degree studies

Crt. no	Higher Education Institution	Field	Period	Title awarded

2. Doctoral studies

Crt. no	Higher Education Institution	Field	Period	Title awarded

3. Postdoctoral scholarship studies

Crt. no	Higher Education Institution	Field	Period	Title awarded

4. Teaching / professional qualifications

Crt. no	Institution	Field	Period	Title / teaching position / professional qualification

Calculation of the score regarding the fulfilment of the specific minimum standards

Article type	Score	Score obtained
No of ISI main author articles	3 points / article	
No. of BDI articles	0,3 point / article	

Accomplished/ Not accomplished

Minimum necessary and obligatory standards for conferring didactic titles in higher education and professional research and development degrees

DENTAL MEDICINE COMMISSION. (Annex no. 22, According to order 6129 of 2016))

Title	No of ISI main author articles	No. of BDI articles		
Professor/CSI	8*	20*		
Associate professor/ CSII	5*	12**		
Lecturer	***	***		
University assistant	***	***		

***In these cases the candidate does not have to have a fixed number of works from a category but he has to meet the minimum score.

* For a university professor, at least 8 ISI articles in extenso in the field of the position for which he / she is applying, respectively in medico-dental or medical journals with an impact factor of at least 0.3, as main author, published since the last promotion or, for those who do not come from higher education in the last 5 years.

* For an associate professor at least 5 ISI articles in extenso in the field of the position for which he / she is applying, respectively in medical or dental journals with a minimum impact factor of 0.3, as main author, published since the last promotion or, for those who do not come from higher education. in the last 5 years.

** For a university professor at least 20 BDI articles in extenso as main author or corresponding author, in the field of the position for which he / she is applying, respectively in medico-dental or medical journals, published since the last promotion, or, for those who do not come from higher education , in the last 5 years.

ISI articles, other than the 8 mentioned above, can be equated as follows: 1 ISI article = 3 articles in BDI indexed medical or dental journals, but not vice versa

** For an associate professor at least 12 BDI articles in extenso as main author or corresponding author, in the field of the position for which he is applying, respectively in medico-dental or medical journals, published since the last promotion, or, for those who do not come from higher education , in the last 5 years

ISI articles can be equivalent, other than the 5 mentioned above, as follows: 1 ISI article = 3 articles in BDI indexed medical or dental journals but not vice versa

Minimum score for professor (Dentistry) = 30 points

Minimum score for the associate professor (Dentistry) = 18.6 points

Minimum score for the lecturer (Dentistry) = 11,25points

Minimum university assistant score (Dentistry) = 9,3points

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

Date _____ Candidate _____

The score calculated by the candidate _____

Signature _____

Score given by the committee _____

II.a WRITTEN TEST (only for assistant professor positions)

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations) _____

II.b PRACTICAL TEST (only for university assistant positions) /

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

Average (II.a.+II.b./2) =

III TEACHING LECTURE

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

IV. PUBLIC LECTURE

The scientific content of the presented topic, means and methods used, didactic skills and valences, etc.

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations) _____

FINAL SCORE (sum of scores obtained in evaluations I, II, III, IV) _____

CHAIRMAN OF THE COMMISSIONMembers of the commission

**UNIVERSITY OF ORADEA
FACULTY OF MEDICINE AND PHARMACY**

Annex no. 3 to the Contest methodology for filling the research positions

The List of Referents for the positions of associate professor and professor

DATA ABOUT THE CANDIDATE

NAME _____ SURNAME _____

PIN _____

Position for which he /she applies _____

Position _____

Discipline _____

Department _____

Faculty _____

Crt. no	Name and surname	University degree	Specialization / Field	Institutional affiliation (university, faculty, department)*	Address	Email address

For the position of professor, the persons included in this list must have institutional affiliation to one of the institutions of higher education and research from the list approved by the Order of the Minister of Education, Research, Youth and Sports elaborated according to art. 216, paragraph 2, point F of Law 1/2011 - National Education Law.

Date _____ Candidate _____

**UNIVERSITY OF ORADEA
FACULTY OF MEDICINE AND PHARMACY**

Annex no. 5 to the Contest methodology for filling the research positions

**Assessment report 5.2. of the candidate for the position of
MEDICINE / PHARMACY**

I. DATA ABOUT THE CANDIDATE

NAME _____ SURNAME _____

PIN _____

Position for which he /she applies _____

Position _____

Discipline _____

Department _____

Faculty _____

**Calculation of the score regarding the fulfilment of the specific minimum standards
MEDICINE / PHARMACY**

Mandatory minimum standards for conferring teaching degrees in higher education and professional research and development degrees

Title	No of ISI main author articles	No of ISI co-author articles	Hirsch Index	(ISI) Cumulative impact factor main author (FCIAP)
Professor/CSI	10	5	6	10
Associate professor/ CSII	6	3	4	6
Lecturer	*	*	3	*
University assistant	*	*	2	*

*In these cases the candidate is not required to have a fixed number of papers in one category or another of ISI articles, but is required to add the minimum score by summing the score for the 4 sections

Minimum score for professor (Medicine / Pharmacy) = 51 points
Minimum score for assistant professor (Medicine / Pharmacy) = 31 points
Minimum score for lecturer (Medicine / Pharmacy) = 23-25 points
Minimum score for assistant (Medicine / Pharmacy) = 15 points

Article type	Score	
No of ISI main author articles	3 points / article	
No of ISI co-author articles	1 point / article	
Cumulative impact factor main author (FCIAP)	1 point / 1 impact factor	
Hirsch Index	1 pct / 1 Hirsch index	
Total score		

ISI main author articles

Crt. no	Authors	Title of the article	Magazine	Impact factor*	Link	Score
	Total					

*The value of the impact factor when the article appeared

ISI co-author articles

Crt. no	Authors	Title of the article	Magazine	Impact factor*	Link	Score
	Total					

*The value of the impact factor when the article appeared

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

Date _____ Candidate _____

The score calculated by the candidate

Signature _____

Score given by the committee _____

II.a WRITTEN TEST (only for assistant professor positions)

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations)

II.b PRACTICAL TEST (only for university assistant positions) /

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

Average (II.a.+II.b./2) =

III TEACHING LECTURE

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

IV. PUBLIC LECTURE

The scientific content of the presented topic, means and methods used, didactic skills and valences, etc.

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations)

FINAL SCORE (sum of scores obtained in evaluations I, II, III, IV)

Member _____

Signature _____

Annex no. 5 to the Contest methodology for filling the research positions

**Assessment report 5.2. of the candidate for the position of
DENTAL MEDICINE**

I. DATA ABOUT THE CANDIDATE

NAME _____ SURNAME _____

PIN _____

Position for which he /she applies _____

Position _____

Discipline _____

Department _____

Faculty _____

**Calculation of the score regarding the fulfilment of the specific minimum standards
DENTAL MEDICINE**

**Mandatory minimum standards for conferring teaching degrees in higher education and
professional research and development degrees**

Title	No of ISI main author articles	No. of BDI articles		
Professor/CSI	8*	20*		
Associate professor/ CSII	5*	12**		
Lecturer	***	***		
University assistant	***	***		

***In these cases the candidate does not have to have a fixed number of works from a category but he has to meet the minimum score.

* For a university professor, at least 8 ISI articles in extenso in the field of the position for which he / she is applying, respectively in medico-dental or medical journals with an impact factor of at least 0.3, as main author, published since the last promotion or, for those who do not come from higher education in the last 5 years.

* For an associate professor at least 5 ISI articles in extenso in the field of the position for which he / she is applying, respectively in medical or dental journals with a minimum impact factor of 0.3, as main author, published since the last promotion or, for those who do not come from higher education. in the last 5 years.

** For a university professor at least 20 BDI articles in extenso as main author or corresponding author, in the field of the position for which he / she is applying, respectively in medico-dental or medical journals, published since the last promotion, or, for those who do not come from higher education , in the last 5 years.

ISI articles, other than the 8 mentioned above, can be equated as follows: 1 ISI article = 3 articles in BDI indexed medical or dental journals, but not vice versa

** For associate professor at least 12 BDI articles in extenso as main author or corresponding author, in the field of the position for which he is applying, respectively in medico-dental or medical journals, published since the last promotion, or, for those who do not come from higher education , in the last 5 years

ISI articles can be equivalent, other than the 5 mentioned above, as follows: 1 ISI article = 3 articles in BDI indexed medical or dental journals but not vice versa

Minimum score for professor (Dentistry) = 30 points

Minimum score for the associate professor (Dentistry) = 18.6 points

Minimum score for the lecturer (Dentistry) = 11,25 points

Minimum university assistant score (Dentistry) = 9,3 points

Article type	Score	Score calculated by the candidate	Evaluation of the commission (evaluations average)
No of ISI main author articles	3 points / article		
No. of BDI articles	0,3 point / article		
Total score			

ISI main author articles

Crt. no	Authors	Title of the article	Magazine	Impact factor*	Link	Score
	Total					

*The value of the impact factor when the article appeared BDI articles

Crt. no	Authors	Title of the article	Magazine	Impact factor*	Link	Score
	Total					

*The value of the impact factor when the article appeared

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

Date _____ Candidate _____

The score calculated by the candidate _____

Signature _____

Score given by the committee _____

II.a WRITTEN TEST (only for assistant professor positions)

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations)

II.b PRACTICAL TEST (only for university assistant positions) /

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

Average (II.a.+II.b./2) =

III TEACHING LECTURE

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

IV. PUBLIC LECTURE

The scientific content of the presented topic, means and methods used, didactic skills and valences, etc.

Points awarded: minimum (mandatory to be obtained) - 7 points, maximum - 10 points

Score (average of the 4 evaluations)

FINAL SCORE (sum of scores obtained in evaluations I, II, III, IV)

Member

Signature

Annex no. 6 to the Contest methodology for filling the research positions

**REPORT on the contest for teaching and research positions
Session**

Members of the contest commission (name, surname, teaching title, institutional affiliation):

President: _____

Member: _____

Member: _____

Member: _____

Member: _____

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

Subject _____

Department _____

Faculty, _____

following the contest procedure in accordance with the Faculty's own methodology, they draw up the following report:

I. DATA ABOUT REGISTERED CANDIDATES

1. Candidates

2. Candidates present at the contest:

a. Written and practical test / Teaching lecture:

b. Public lecture:

II. OBTAINED RESULTS

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

Crt. no	Enrolled candidates	Meeting national and specific standards		Final score in the evaluation of teaching qualities and scientific activity	Score written test and practice (assistant) / Teaching lecture (lecturer, associate professor, professor)	Public lecture score (lecturer, associate professor, professor.)	Final score
		yes	no				
1							

III. OBTAINED RESULTS

The results of the _____ were made public on the _____ hour _____

By _____

IV. DECISION OF THE CONTEST COMMITTEE

Following the evaluation of the professional, scientific activity and of the contest tests held, the commission proposes, with votes "for", votes "against" and "abstentions", for Ms. / Mr. to occupy the position for which the was organized..

Date: _____

Chairman of the commission _____

Members of the commission _____

V. APPEALS

No appeals were filed / The appeal was filed (appellant, motivation):

VI. DECISION OF THE APPEALS RESOLUTION COMMISSION

Method of solving the appeal:

Date: _____

Chairman of the commission _____

Members of the commission _____

Annex no. 7

**SCALE OF ASSESSMENT FOR
TEACHING LECTURE**

	The evaluated criterion	Maximum score	Score given by the committee
1	The scientific content of the presented topic	Maximum 2 points	
2	Imaging support, means and methods used	Maximum 2 points	
3	Presentation, skills and didactic values	Maximum 3 points	
4	Interaction with the audience	Maximum 2 points	
5	Ex officio point	1 point	
		Total points (maximum 10 points)	

Points awarded: minimum (mandatory to be obtained) - 8 points, maximum - 10 points

Score (average of the 4 evaluations)

CHAIRMAN OF THE COMMISSION _____

Members _____

DEAN, _____

Professor MAGHIAR Marius Adrian, PhD

CNATDCU minimum compliance check sheet

Name of teacher / researcher:

Teaching degree:

Fundamental field (FF): Health

* The names FF, RS as well as the values of the corresponding codes are taken from the CNFIS document "Annex1-Tabel_institutional-normare_cercetare-IC2015.xlsx" - sheet 2

Relevant indicator (Index) **	CNATDCU minimum standard score (if required)	Score achieved	Failed indicator
Relevant indicator 1***			
Relevant indicator 2			
Relevant indicator 3			
Relevant indicator 4			
Total score (Pt)			

KA = Pt/Ka min =

KA min professor - 51

KA min associate professor 31

KA min lecturer -23.25

KA min assistant - 15.5

Date:

Signature

Head of department

**In accordance with "Annex3-Centralizer standarde_minimaleCNATOCU.pdf" each relevant indicator (index) will have associated a sheet on which the score is detailed for each type of activity, being finally calculated a total score of the indicator to be centralized in this table.

*** The notation of the indicators in the annex will be used.

Relevant indicator 1: No articles as main author

Relevant indicator 3: (ISI) Cumulative main author impact factor (FCIAP)

Crt. no	Author / authors, title, journal, year of publication, volume, page	Score made 3pct / item	(ISI) Cumulative main author impact factor (FCIAP)	Score achieved 1 point / 1 impact factor
Score achieved Relevant indicator 1		Total	Score achieved Relevant indicator 3	Total

Relevant indicator 1

Minimum score - assistant professor - 9 points
Minimum score -lecturer - 13.5 points
Minimum score - associate professor- 18 points
Minimum score - professor -30 points

Relevant indicator 1

Minimum score - assistant professor - 3 points
Minimum score -lecturer - 4.5 points
Minimum score - associate professor- 6 points
Minimum score - professor -10 points

Relevant indicator 2: No of ISI articles as co-author

Crt. no	Author / authors, title, journal, year of publication, volume, page	Score achieved 1 point / 1 article
Score achieved Relevant indicator 2		Total

Minimum score - assistant professor – 1.5 points
Minimum score -lecturer - 2.25 points
Minimum score - associate professor- 3 points
Minimum score - professor -5 points

Relevant indicator 4: 1 point / 1Hirsch index

Score obtained (1 point / 1 Hirsch index) – it is mandatory to attach the printscreen with the Hirsch index from Web of science	
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Minimum score - assistant professor – 2 points
Minimum score -lecturer - 3 points
Minimum score - associate professor- 4 points
Minimum score - professor -6 points

CNATDCU minimum compliance check sheet

Name of teacher / researcher:

Teaching degree:

Fundamental field (FF): Health

* The names FF, RS as well as the values of the corresponding codes are taken from the CNFIS document "Annex1-Tabel_institutional-normare_cercetare-IC2015.xlsx" - sheet 2

Relevant indicator (Index) **	CNATDCU minimum standard score (if required)	Score achieved	Failed indicator
Relevant indicator 1***			
Relevant indicator 2			
Total score (Pt)			

KA = Pt/Ka min =

KA min professor - 30

KA min associate professor 18.6

KA min lecturer -13.95

KA min assistant - 9.3

Date:

Signature

Head of department

**In accordance with "Annex3-Centralized standardiminimaleCNATDCU.pdf" each relevant indicator (index) will have associated a sheet on which the score is detailed for each type of activity, being finally calculated a total score of the indicator to be centralized in this table.

*** The notation of the indicators in the annex will be used.

Relevant indicator 1: No of ISI articles as main author in journals and scientific manifestations indexed in other BDI

Activity	Author / authors, title, journal, year of publication, volume, page	Score achieved 3 points / article
Score achieved Relevant indicator 1		Total

Minimum score - assistant professor – 7.5 points

Minimum score -lecturer - 11.25 points

Minimum score - associate professor- 15 points

Minimum score - professor -24 points

Relevant indicator 2: No of BDI articles

Activity	Author / authors, title, journal, year of publication, volume, page	Score achieved 0.3 points / article
Score achieved Relevant indicator 2		Total

Minimum score - assistant professor – 1.8 points

Minimum score -lecturer - 2.7 points

Minimum score - associate professor- 3.6 points

Minimum score - professor -6 points