
	Rules for Selection of Senior Researchers (Research Scientist I - CS I and Research Scientist II - CS II) at ELI-NP		
	Code: R/ELI-NP/04	Revision: 0	
Extreme Light Infrastructure - Nuclear Physics ELI-NP			

1. PURPOSE

These rules present the methodology for selecting Romanian or foreign candidates to be employed on specialized research & development positions at ELI-NP.

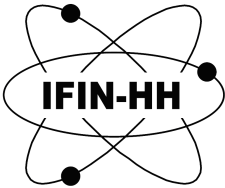
2. SCOPE

These rules are applicable to Senior Researchers, namely:

- Research Scientist I - CS I;
- Research Scientist II - CS II.


3. REFERENCE DOCUMENTS

- ✚ Order of the Minister of National Education and Scientific Research no. 5923 of 6 December 2016 on approving the Methodology for the Recognition of the PhD Diploma and of the Title of Doctor of Philosophy in Science or a Professional Field, Obtained Abroad.
- ✚ Order of the Minister of National Education and Scientific Research no. 6121 of 20 December 2016 on approving the Methodology for Recognition of Study Documents for Bachelor's Degree, Master's Degree or Postgraduate Degree, issued by accredited higher education institutions abroad.
- ✚ Order of the Minister of National Education and Scientific Research no. 6129 of 20 December on "approving the minimum standards necessary and mandatory for conferring teaching titles in higher education, professional degrees in research & development, the capacity of PhD supervisor and the accreditation certificate".
- ✚ Order of the Minister of National Education and Scientific Research no. 5825 of 07 December 2016 on approving the List of Prestigious Universities from other states.
- ✚ Order of the Minister of Education, Research and Youth no. 4022 of 14 May 2008 on approving the Rules of Organisation and Functioning of the National Centre for Recognition and Equivalence of Diplomas and the Methodology for the Recognition and Equivalence of Diplomas, Certificates and Scientific Titles.
- ✚ Order of the Minister of Education, Research and Youth no. 2414 of 17 October 2007 on approving the Methodological Norms Regarding the Procedure for Endorsement of the Hosting Agreement for Researchers from Third-Party Countries in Order to Carry out in Romania Research & Development Activities.
- ✚ Government Ordinance no. 25 of 26 August 2014 on the employment and posting of foreigners on the territory of Romania and for amending and supplementing certain normative acts regarding the conditions for foreigners in Romania.
- ✚ Law no. 319 of 8 July 2003 on the Status of Research & Development Personnel, with further amendments and supplements.
- ✚ National Education Law no. 1 of 18 January 2011, with further amendments and supplements.

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4. DEFINITIONS AND ABBREVIATIONS

4.1 Definitions

 **ELI-NP Project** – investment objective "ELI-NP Research Infrastructure (Extreme Light Infrastructure – Nuclear Physics)".

4.2 Abbreviations

IFIN-HH “Horia Hulubei” National Institute for Research and Development in Physics and Nuclear Engineering

ELI-NP Extreme Light Infrastructure – Nuclear Physics

5. DESCRIPTION OF THE RULES

The process for selection of candidates to fill the positions of Senior Researchers (Research Scientist I - CS I and Research Scientist II - CS II) at ELI-NP takes place in the following stages:

STAGE I – Pre-Selection Stage

This stage is intended to verify the way candidates’ training and experience are of interest in relation with the job requirements and the integration of their preoccupations and competence in ELI-NP activities and objectives.

In this stage, candidates shall send personally or by proxy to the Human Resources Office, by mail to the address indicated on <http://www.eli-np.ro/contact.php> or via e-mail at human.resources@eli-np.ro, the following documents:

- letter of intent (indicating 5 specialists who can provide references);
- CV, accompanied by activity report;
- list of papers;
- Proof of compliance with the minimum standards imposed by the Order of the Minister of National Education and Scientific Research no. 6129 of 20 December on “approving the minimum standards necessary and mandatory for conferring teaching titles in higher education, professional degrees in research & development, the capacity of PhD supervisor and the accreditation certificate”, The fulfilment of these requirements shall be proved by completing the self-assessment form, – in copy (form as per **Annex 3 - editable**).

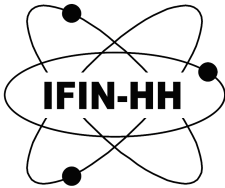

The Competition Committee, based on the abovementioned documents decides to admit the candidates for Stage II of the selection process.

The candidates selected must meet at least the minimum mandatory conditions to fill the position, which are presented in **Annex 3 (po.4)**

STAGE II – Interview Stage

In this stage, candidates shall have an interview with the members of the Committee where they support their experience and preoccupations in the fields of interest of the ELI-NP activity and shall prove their capability to meet job requirements and to contribute to reaching the ELI-NP objectives.

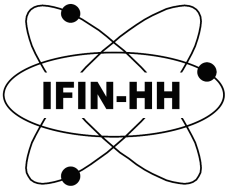

The Competition Committee decides to admit the candidates for the next stages of the selection process.

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STAGE III – Competition Registration Stage

The competition registration stage consists in the submission of the competition folder personally or by proxy to the Human Resources Office, or by mail to the address indicated on <http://www.eli-np.ro/contact.php>, containing the following required documents, in accordance with the legislation mentioned in these rules under Chap. 3:

- 1) Candidate's application addressed to IFIN-HH management, whereby requesting registration for the competition to fill the position of Senior Researcher (Research Scientist I/Research Scientist II) – in original (form as per **Annex 1 - editable**);
- 2) Application Form (form as per **Annex 2 - editable**);
- 3) Proof of compliance with the minimum standards imposed by the Order of the Minister of National Education and Scientific Research no. 6129 of 20 December on "approving the minimum standards necessary and mandatory for conferring teaching titles in higher education, professional degrees in research & development, the capacity of PhD supervisor and the accreditation certificate", The fulfilment of these requirements shall be proved by completing the self-assessment form, – in original (form as per **Annex 3 - editable**);
- 4) CV, accompanied by activity report and list of papers, signed by the candidate in original, in Romanian or English;
- 5) Legalized translation into Romanian or English, of the Employment Record Book or the Employment Certificate/Certificates, from which to result the length of service in research or in higher education and the total employment history; for employers who are Romanian legal persons – extract from the Register of Employees' Records, in original;
- 6) PhD diploma in legalized copy (for those issued in other language than Romanian, legalized translation into Romanian or English);
 - 6.1) For PhD diplomas issued by institutions abroad, candidates shall submit, in accordance with the legal provisions in force, the documents mentioned in the Methodology on the Recognition of the PhD Diploma and of the Title of Doctor of Philosophy (**Annex 4 – below**).
- 7) Bachelor's diploma/master's diploma accompanied by transcript or equivalent, in legalized copy (for those issued in other language than Romanian, legalized translation into Romanian or English);
 - 7.1) For bachelor's diplomas/master's diplomas issued by institutions abroad, candidates shall submit, in accordance with the legal provisions in force, the documents mentioned in the Methodology on the Recognition of the Bachelor's Diploma/Master's Diploma (**Annex 5 – below**).
- 8) Baccalaureate diploma or equivalent in legalized copy (for those issued in other language than Romanian, legalized translation into Romanian or English);
- 9) Birth certificate and marriage certificate, in legalized copy (for those issued in other language than Romanian, legalized translation into Romanian or English), *only in case of name change*;
- 10) Copy of the identity document/passport;
- 11) Declaration of liability, in original, completed according to the instructions and the model in **Annex 6 - editable**.

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The competition folder shall be submitted within maximum 30 calendar days from publication of the competition announcement.

STAGE IV – Stage for Analysis of Competition Folders and Evaluation of Candidates’ Professional Performances

The analysis of competition folders and the evaluation of candidates’ professional performances within the competition for employment on the position of Senior Researcher at ELI-NP (Research Scientist I/Research Scientist II) shall be conducted by the Competition Committee formed according to Law no. 319/2003 on the Status of Research and Development Staff.

Upon candidates’ evaluation the total maximum score which may be obtained by a candidate is 100 points, by relating to the following criteria:

- Previous experience in fields relevant to ELI-NP and professional recognition: 50
- Understanding of the tasks of the position applied for: 50

The admission for the position of Senior Researcher at ELI-NP (Research Scientist I/Research Scientist II) shall be made in the descending order of the scores obtained.

The candidates who obtained a score below 70 points shall not be admitted.


The grade admitted/rejected for the position of Senior Researcher at ELI-NP (Research Scientist I/Research Scientist II) shall be communicated to each candidate.

STAGE V – Employment of Candidates Declared ADMITTED

After the end of the competition at institute level the competition folders shall be submitted by the employer (IFIN-HH) to the National Committee for Certification of Academic Degrees, Diplomas and Certificates (CNATDCU) for conferring the professional degree of Research Scientist I (CS I) or Research Scientist II (CS II).


The employment of admitted candidates shall be made after they are awarded by Minister Order the scientific title of Research Scientist I / Research Scientist II and after submission of the documents regarding the right to stay and work in Romania and fulfilment of the legal formalities in this respect (**Annex 7 - below**).


6. FORMS/ANNEXES

 **Annex 1** – Request.


 **Annex 2** – Application Form.

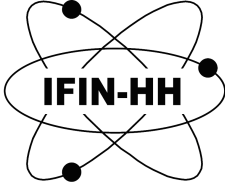

 **Annex 3** – Minimum standards required for conferring professional degrees.

 **Annex 4** – Methodology on the Recognition of the PhD Diploma and of the Title of Doctor of Philosophy (Operational Procedure code PO-IFIN-02).

 **Annex 5** – Methodology on the Recognition of the Bachelor’s Diploma/Master’s Diploma (Operational Procedure code PO-IFIN-03).

 **Annex 6** – Declaration of Liability.

 **Annex 7** – Obtaining the Employment Permit for Romania and/or the Hosting Agreement for non-EU citizens.

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ANNEX 1

REQUEST

TO THE MANAGEMENT OF HORIA HULUBEI NATIONAL INSTITUTE FOR RESEARCH AND
DEVELOPMENT IN PHYSICS AND NUCLEAR ENGINEERING (IFIN-HH)

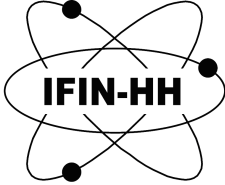

DEAR DIRECTOR GENERAL,

I, the undersigned, citizen, residing in
....., identified with, hereby kindly request my registration
for the competition to fill the position of Research Scientist *..... .

Applicant's Surname First Name

Signature

** To be completed with degree I or degree II*

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ANNEX 2

APPLICATION FORM

1. Job Title:

2. Candidate's Surname and First Name:

3. Research Activity (if applicable):

4. Reasons for which I consider myself fit for the position for which I apply:

5. Year when I obtained the scientific title of doctor of philosophy (if applicable):

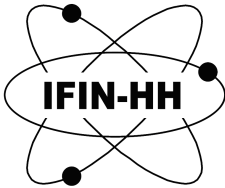

6. Outstanding results obtained in the previous activity:

7. Goals to reach if filling the position:

8. Please specify the source of information regarding the position you apply for:

Date

Signature

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ANNEX 3

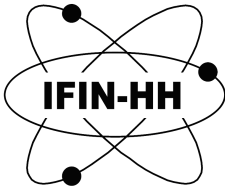

**MINIMUM STANDARDS NECESSARY AND MANDATORY FOR CONFERRING PROFESSIONAL DEGREES
IN RESEARCH AND DEVELOPMENT**

1. Teaching and Professional Activity

No.	Type of Activities	Indicators
1.	Books at Web of Science recognised international publishing houses as author	$A_1 = \sum_i 4/n_i^{ef}$
2.	Book chapters at Web of Science recognised international publishing houses as author/Reviews in ISI-rated journals	$A_2 = \sum_i 1/n_i^{ef}$
3.	Books at Web of Science recognised international publishing houses as editor	$A_3 = \sum_i 0.5/n_i^{ef}$
4.	Books, manuals, laboratory guides at national or other international publishing houses as author, internal notes, presentations given for approving data reviews within large collaborations	$A_4 = \sum_i 0.5/n_i^{ef}$
5.	Book chapters at national or other international publishing houses as author	$A_5 = \sum_i 0.2/n_i^{ef}$
6.	Papers in extenso (at least 3 pages) published in ISI-indexed Proceedings	$A_6 = \sum_i 0.2/n_i^{ef}$
7.	International patents awarded	$A_7 = \sum_i 3/n_i^{ef}$
8.	National patents awarded	$A_8 = \sum_i 0.5/n_i^{ef}$
9.	Manager/responsible person/coordinator for study programmes, continuing training programmes, educational projects and infrastructure projects (research projects are excluded)	$A_9 = \sum_i 0.5$
10.	Manager/responsible person for research projects amounting to V_i Euro won through national or international competition (the projects under item 9 are excluded). Amounts in RON or in other currencies shall be converted to Euro at the average exchange rate in the respective year according to www.bnr.ro for the period after 1999 and at the exchange rate in 1999 for the previous period. Project responsible persons are those leading a research team, being mentioned as such in the submitted project; in their case only the amount related to the led team shall be considered.	$A_{10} = \sum_i V_i / 100.000$
11.	TOTAL	$A = \sum_{i=1}^{10} A_i$

n_i^{ef} = is the actual number of authors of item i and takes the following values:

n_i	if $n_i \leq 5$
$(n_i + 5)/2$	if $5 < n_i \leq 15$
$(n_i + 15)/3$	if $15 < n_i \leq 75$
$(n_i + 45)/4$	if $n_i > 75$

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n_i = is the number of authors of item i . In case of HEPP publications (High Energy Particle Physics) with a large number of authors, if the article is based on an internal note of the experiment to which the candidate is co-author, then n_i^{ef} may be given by the number of authors in the internal note.

“Article. Proceedings paper” type of papers may be considered under items 1, 2 or 6, only once, at the candidate's choice.

Web of Science recognised publishing houses are to be found on the Web of Science Publishers – Master Book List – Publishers website (<http://wokinfo.com/mbl/publishers/>).

It is recommended that each candidate creates a ResearcherID account to facilitate the verification of data on the research activity and the activity impact recognition.

2. Research Activity

No.	Type of Activities	Indicators
1	Original scientific articles in extenso as author	$I = \sum_i AIS_i / n_i^{ef}$
2	Original scientific articles in extenso as first author or corresponding author, according to the mentions on the article. Articles where authors are indicated in the alphabetical order of their name and the candidate is first author exclusively due to his/her name and the alphabetical order shall not be taken into account. In case of HEPP publications (High Energy Particle Physics) with a large number of authors, if the article is based on an internal note whose approval for being sent for publication was upheld by the author, then the author is considered first author.	$P = \sum_i AIS_i$

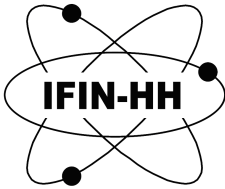

AIS_i = is the absolute influence score of the scientific journal where article i was published, according to its year of publication as per www.eigenfactor.org for articles published until 2006 and Journal Citation Report (ISI Web of Science) starting from 2007; should the publishing year be not found in the database, the closest year shall be chosen.

3. Activity Impact Recognition

No.	Type of Activities	Indicators
1.	Citations in scientific journals with impact factor found in InCites Journal Citation Reports or in books at Web of Science recognised publishing houses. Citations originating from articles having the candidate as author or co-author shall not be taken into account.	$C = \sum_i c_i / n_i^{ef}$
2.	Hirsch Index	h

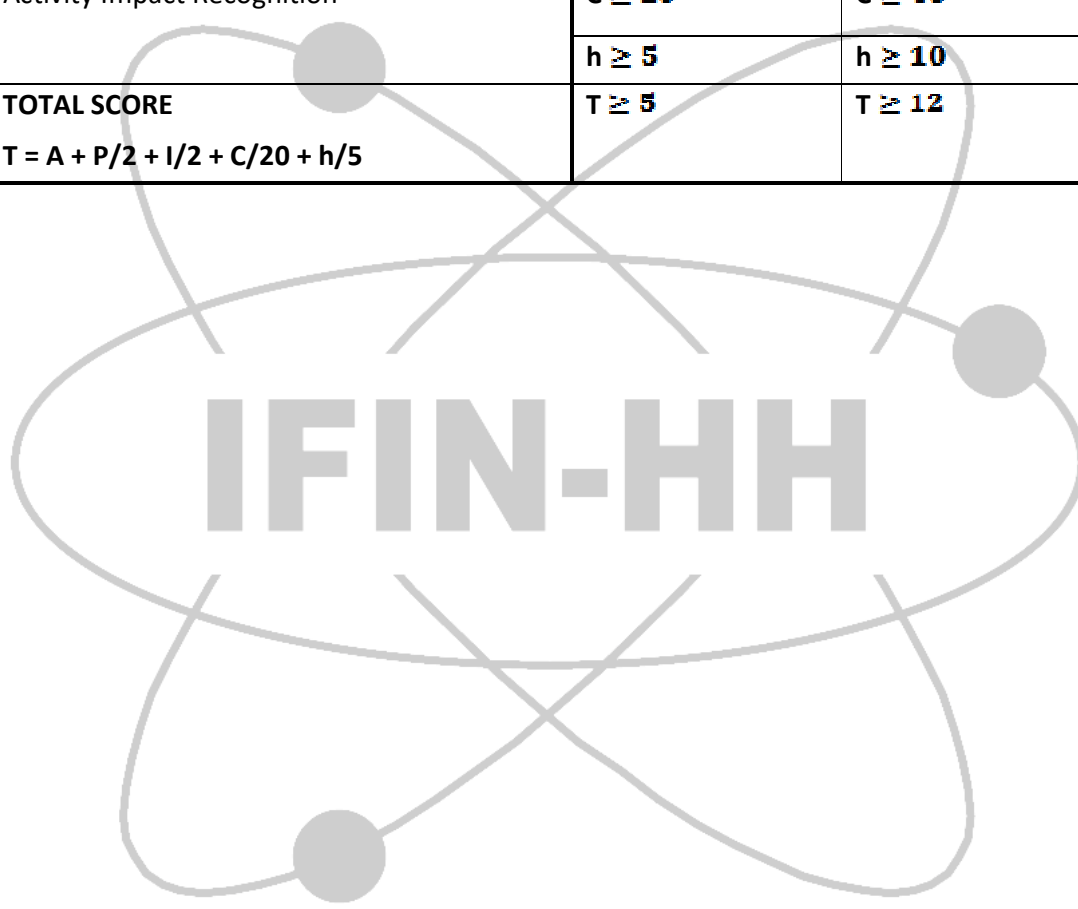
c_i = number of citations in ISI journals of publication i



h = is defined as follows: an author has a Hirsch index h if he/she published h articles, each cited at least h times. To calculate the Hirsch index, the ISI Web of Science database shall be used.

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4. Minimum Conditions

No.	Category		
	Scope of Work	Conditions for CS II	Conditions for CS I
1	Teaching and Professional Activity	A ≥ 1	A ≥ 2
2	Research Activity	I ≥ 2	I ≥ 4
		P ≥ 2	P ≥ 4
3	Activity Impact Recognition	C ≥ 20	C ≥ 40
		h ≥ 5	h ≥ 10
TOTAL SCORE		T ≥ 5	T ≥ 12
$T = A + P/2 + I/2 + C/20 + h/5$			





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ANNEX 4

METHODOLOGY ON THE RECOGNITION
OF THE PhD DIPLOMA AND OF THE TITLE OF DOCTOR OF PHILOSOPHY (code PO-IFIN-02)

~ You can find this procedure in the RECOGNITION section ~

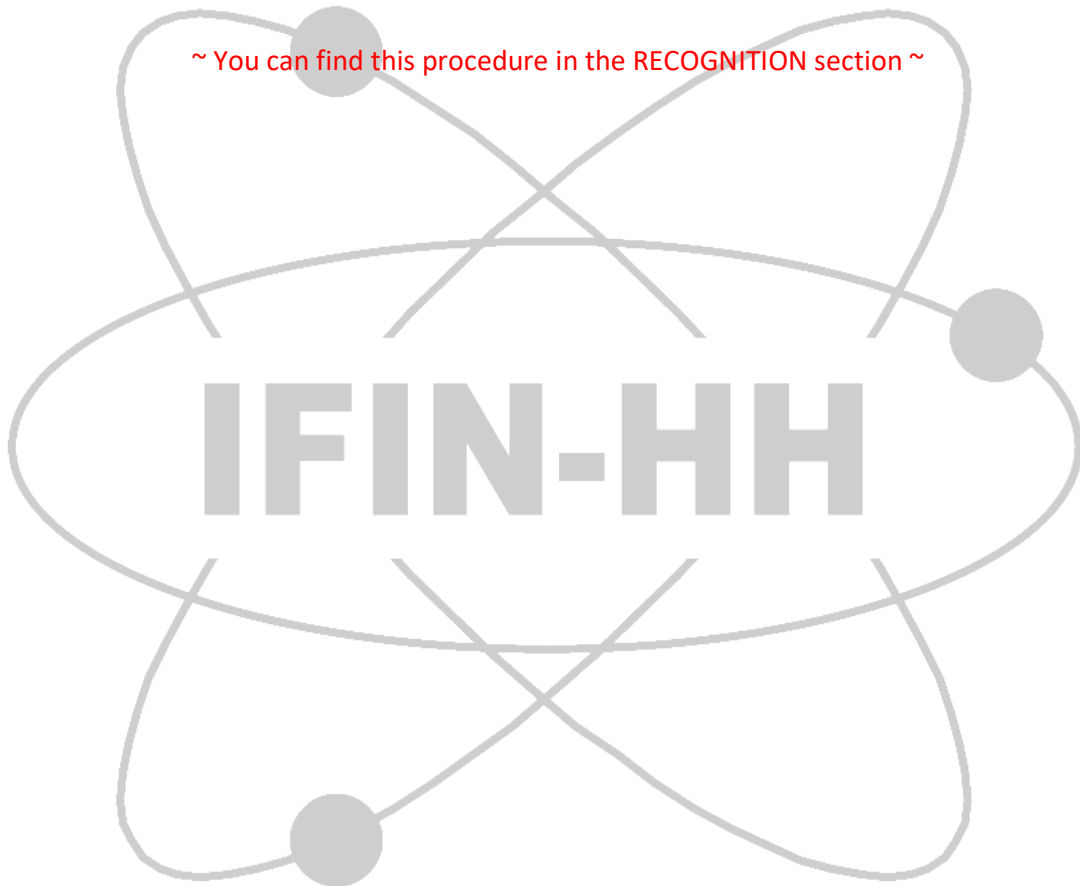




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ANNEX 5

**METHODOLOGY ON THE RECOGNITION
OF THE BACHELOR'S DIPLOMA/MASTER'S DIPLOMA (code PO-IFIN-03)**

~ You can find this procedure in the RECOGNITION section ~



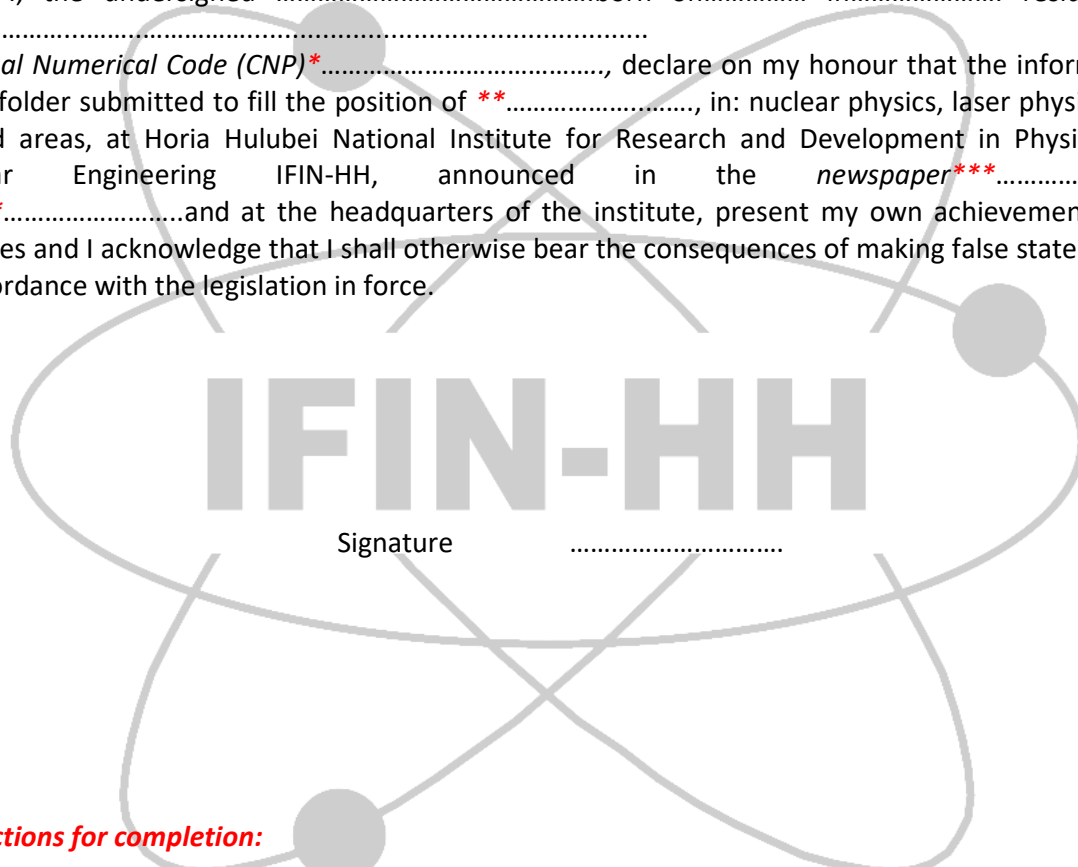
	Rules for Selection of Senior Researchers (Research Scientist I - CS I and Research Scientist II - CS II) at ELI-NP		
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ANNEX 6

DECLARATION OF LIABILITY

I, the undersignedborn on..... in..... residing in

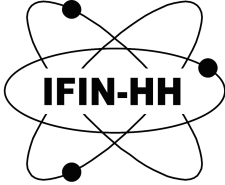

*Personal Numerical Code (CNP)**, declare on my honour that the information in the folder submitted to fill the position of **, in: nuclear physics, laser physics and related areas, at Horia Hulubei National Institute for Research and Development in Physics and Nuclear Engineering IFIN-HH, announced in the *newspaper**** of****and at the headquarters of the institute, present my own achievements and activities and I acknowledge that I shall otherwise bear the consequences of making false statements, in accordance with the legislation in force.



Signature

Instructions for completion:

- it shall be entirely handwritten by the candidate in blue ink/ballpoint pen;
- Personal Numerical Code (CNP)* - to be completed only for candidates who have also Romanian citizenship;
- the position of ** - to be completed with the name of the position for which the candidate was selected in the first stage: *Research Scientist I or Research Scientist II*
- the newspaper *** - to be completed with the information made available by the institute;
- of **** - to be completed with the information made available by the institute.

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ANNEX 7

Obtaining the Employment Permit for Romania and/or the Hosting Agreement for non-EU Citizens

In accordance with Government Ordinance no. 25 of 26 August 2014 on employment and posting of foreign citizens on the territory of Romania and for amending and supplementing certain normative acts on the conditions for foreign citizens in Romania, foreign citizens from non-EU countries may be hired in Romania only after obtaining the "Employment Permit".

This permit is issued by the General Inspectorate for Immigration (<http://igi.mai.gov.ro/detalii/pagina/ro/Munca/73>).

The formalities for obtaining the employment permit shall be carried out by the employing institution, IFIN-HH. To this end the candidates shall send the following to IFIN-HH:

- copy of the valid border crossing document;
- two photographs type ¾;
- criminal record or any other document having the same legal value, issued by the authorities from the country of origin or residence;
- Curriculum vitae containing also a declaration of honour that he/she is medically fit to be employed and has minimum knowledge of the Romanian language or knows an international language, standard form to be transmitted by IFIN-HH.

Based on these documents, IFIN-HH shall prepare the candidate's folder and shall submit it to the General Inspectorate for Immigration. Should the Romanian authorities request any other documents in order to issue the Employment Permit, IFIN-HH shall request to the candidates to complete the folder. The candidate shall be employed at ELI-NP only after having obtained the Employment Permit.

If an entry visa is required for access on the territory of Romania, based on the Employment Permit, the candidate shall have to obtain from the diplomatic missions and the consular offices of Romania from the country of origin or residence, the long stay visa type for employment purposes (D/AM type).

By exception from the rule of obtaining the Employment Permit, based on Order of the Minister of Education, Research and Youth no. 2414/2007 foreign candidates from non-EU countries who will carry out, as IFIN-HH employees, scientific research activities for a definite period, may be hired by the institute based on a Hosting Agreement concluded between the candidate and IFIN-HH and endorsed by the competent authority in Romania.

If an entry visa is required for access on the territory of Romania, based on the Hosting Agreement, the candidate shall have to obtain from the diplomatic missions and the consular offices of Romania from the country of origin or residence, the long stay visa type for scientific research activities (D/CS type).