



MINISTÉRIO DA EDUCAÇÃO
UNIVERSIDADE FEDERAL DE SANTA MARIA

CALL FOR APPLICATIONS NO. 119, OF APRIL 29, 2025
SIMPLIFIED SELECTION PROCESS FOR FOREIGN VISITING PROFESSOR

The Vice-President of the Federal University of Santa Maria¹ makes public this Call for Applications for the **Simplified Selection Process for Visiting Foreign Professor**, in the city of Santa Maria, in the areas specified in the Table of Vacancies below.

1. TABLE OF VACANCIES

No. of vacancies	Campus:	Unit/ Graduate program	Area/ Sub-area/ Specialty	Minimum degree requirements	Work regime*	Base Salary + Degree-Based Remuneration*
1	Santa Maria	Graduate Program in Soil Sciences	Soil sciences	(i) Has held a PhD for at least 5 (five) years;	40 hours per week (Hybrid Work Schedule)	R\$ 15,040.18
		Agricultural and Animal Sciences Center		(ii) Has at least 03 (three) years teaching experience and recognized competence in the area/sub-area of selection; (iii) Has relevant scientific production in the last five (5) years;	or Exclusive Dedication Regime (In-Person Work Schedule)	R\$ 24,802.62
1	Santa Maria	Graduate Program in Food Science and Technology	Food Science and Technology	(i) Has held a PhD for at least 5 (five) years;	40 hours per week (Hybrid Work Schedule)	R\$ 15,040.18
		Agricultural and Animal Sciences Center		(ii) Has at least 03 (three) years teaching experience and recognized competence in the area/sub-area of selection; (iii) Has relevant scientific production in the last five (5) years;	or Exclusive Dedication Regime (In-Person Work Schedule)	R\$ 24,802.62

¹ pursuant to UFSM Personnel Ordinance No. 2.190, of 12/29/2021, and its Apostille, of 03/04/2022, and considering the provisions of UFSM Resolution No. 173/2024, PRPGP-PROGEP/UFSM Normative Regulation No. 01/2024, Law No. 8.112, of 12/11/1990, Law No. 8.745, of 12/09/1993, Normative Guideline No. 5 of 10/28/2009, Decree No. 7.485 of 05/18/2011, Ministry of Education Ordinance N. 243 of 03/03/2011, Law N. 12.772 of 12/28/2012, Decree N. 9.739 of 03/28/2019 and the PRPGP/UFSM Internal Call N. 050/2024

1	Santa Maria	Graduate Program in Physics Natural and Exact Sciences Center	Astronomy/ Physics	(i) Has held a PhD for at least 5 (five) years; (ii) Has at least 03 (three) years teaching experience and recognized competence in the area/sub-area of selection; (iii) Has relevant scientific production in the last five (5) years;	40 hours per week (Hybrid Work Schedule) or Exclusive Dedication Regime (In-Person Work Schedule)	R\$ 15,040.18 R\$ 24,802.62
1	Santa Maria	Graduate Program in Communication Human and Social Sciences Center	Media Communication	(i) Has held a PhD for at least 5 (five) years; (ii) Has at least 03 (three) years teaching experience and recognized competence in the area/sub-area of selection; (iii) Has relevant scientific production in the last five (5) years;	40 hours per week (Hybrid Work Schedule) or Exclusive Dedication Regime (In-Person Work Schedule)	R\$ 15,040.18 R\$ 24,802.62
1	Santa Maria	Graduate Program in Civil and Environmental Engineering Technology Center	Engineering/ Sanitary engineering	(i) Has held a PhD for at least 5 (five) years; (ii) Has at least 03 (three) years teaching experience and recognized competence in the area/sub-area of selection; (iii) Has relevant scientific production in the last five (5) years;	40 hours per week (Hybrid Work Schedule) or Exclusive Dedication Regime (In-Person Work Schedule)	R\$ 15,040.18 R\$ 24,802.62
1	Santa Maria	Graduate Program in Pharmaceutical Sciences Health Sciences Center	Pharmacy	(i) Has held a PhD for at least 5 (five) years; (ii) Has at least 03 (three) years teaching experience and recognized competence in the area/sub-area of selection; (iii) Has relevant scientific production in the last five (5) years;	40 hours per week (Hybrid Work Schedule) or Exclusive Dedication Regime (In-Person Work Schedule)	R\$ 15,040.18 R\$ 24,802.62

*** At the time of application, candidates must select the work regime under which they intend to serve as a Visiting Foreign Professor at UFSM: either a 40-hour weekly schedule with a hybrid work arrangement, or an exclusive**

dedication regime with a fully on-site work schedule. The work regime selected by the candidate will determine the monthly remuneration of the Visiting Foreign Professor in accordance with subitem 9.1 of this Call.

2. APPLICATION

2.1. Modality: Online only at www.ufsm.br/concurso.

2.2. Period and Time (according to Brasília official time):

Start: **9:00 a.m. on May 05, 2025 (Monday)**

End: **11:59 p.m. on June 03, 2025 (Tuesday)**

2.3. Application Procedures

- a) Access the website www.ufsm.br/trabalhe-na-ufsm/ during the period established in item 2.2;
- b) Select the option "Portal de Inscrições" (Application Portal);
- c) Access and carefully read the Call for Applications ("PROCESSO SELETIVO SIMPLIFICADO PARA PROFESSOR VISITANTE ESTRANGEIRO") and additional instructions;
- d) Click on the "Inscrições online" (Online Application) link;
- e) From the available application options, select the area you wish to apply for and the work regime under which you intend to serve;
- f) Fill out the application form with the candidate's information, making sure to complete all required fields marked with an asterisk (*);
- g) submit the identification document, the academic qualification document, and, finally, the academic production documents, as per Annex II;
- h) Click "Enviar" (Submit);
- i) If the application is submitted correctly, the message "Inscrição solicitada" (Application Submitted) will appear on the screen;
- j) No application fee will be charged;
- k) UFSM is not responsible for application requests not received due to technical issues with computers, communication failures, network congestion, or other factors that prevent data transmission.

2.4. Approval and cancellation of Applications

- a) The preliminary list of approved applications will be published by the Provost Office for Personnel Management (PROGEP) on the Call for Applications page of the UFSM website (www.ufsm.br/concurso), upon confirmation of payment of the application fee, within **five (5) business days** after the close of the application period;
- b) Candidates may appeal the non-approval of their application to the Office for Personnel Management within **two (2) business days** following the publication of the preliminary list of approved applications, by submitting proof of payment and the corresponding GRU (Federal Payment Form) to the email address: concursodocente@ufsm.br, in accordance with the deadline for application fee payment;
- c) The Provost Office for Personnel Management will have a period of **three (3) business days**, after the deadline for submitting appeals, to review and decide on any appeals submitted;
- d) If any applications are modified as a result of appeals, an updated list of approved applications will be published on the Call for Applications page of the UFSM website;
- e) Once the deadline set in item 2.4(c) has passed, the final list of approved applications will be published on the Call for Applications page of the UFSM website.

2.4.1. Applications will not be approved if the candidate:

- a) the supporting documents for the production are not submitted at the time of application;
- b) any fields on the application form are incorrectly filled out or left blank.

3. SUBMISSION OF DOCUMENTATION PROVING SCIENTIFIC PRODUCTION

3.1. Documentation proving scientific production will be submitted through the application system. Upon completing the application, in the "Arquivos" tab (Files), the candidate must upload the necessary documents, as outlined in Annex II of this Call.

3.2. The files must be legible and no larger than 25MB (twenty-five megabytes) each, and the required file format is PDF. It is possible to upload as many files as necessary for each corresponding field by clicking on the "+" icon.

3.3. The candidate must describe the attached file in the field provided and name the file so as to describe its content, in accordance with what is specified in Annex II. The file description field has a character limit of 254 (two hundred and fifty-four) characters.

3.4. The application will only be finalized if the form and the files attached to it are fully transmitted from the candidate's device to the UFSM system before the application deadline.

3.5. UFSM is not responsible for technical issues that may occur during the application process or for any problems in completing the submission.

4. EXAMINING COMMITTEE

4.1. The Examining Committee, appointed by the Graduate Program, will consist of 5 (five) professors from the permanent staff of the Graduate Program, including 3 (three) full professors (Ph.D.) and 2 (two) substitutes, all linked to the specific knowledge area related to the public selection process.

4.2. In the event that it is not possible to form the Examining Committee as described in item 4.1, the committee may be composed of Ph.D. professors from related areas.

4.3. The designation of the Examining Committee will take place after the application deadline, through an ordinance issued by the Graduate Program Director, and will be published on the Call for Application page on the UFSM website.

4.4. Candidates will have up to 2 (two) business days after the publication of the ordinance to request the disqualification of a member of the Examining Committee, by submitting an electronic appeal, as provided in item 12.9.

4.5. The Graduate Program will appoint an employee to act as secretary in the selection process. The service order, naming the secretary, will be published on the page of this Call on the UFSM website.

5. SELECTION PROCESS

5.1. Foreign visiting professors will be selected through a simplified selection process, consisting of an analysis of the curriculum vitae (as per Annex II of this Call) and, if specified in Annex I - Specific Instructions, an interview.

5.2. When the selection process consists solely of the analysis of Scientific Production (Annex II of this notice-Production Scoring Table), this stage will be weighted at 10 (ten), and candidates who do not achieve a minimum score of 7.0 (seven) will be disqualified.

5.2.1. For the final score, the candidate with the highest score in Annex II will be considered the reference and will be assigned a score of 10.00 (ten). For the other candidates, the final score will be calculated proportionally to the reference score.

5.3. When the selection process consists of both the analysis of Scientific Production (Annex II of this Call) and an interview, the scoring will be as follows:

(I) Production Scoring Table: weight 10 (ten), with candidates who do not achieve a minimum score of 7.0 (seven) being disqualified from the selection process;

II) Interview: weight 1.0 (one), for classification purposes only.

5.3.1. For the Scientific Production Scoring stage, the candidate with the highest score in Annex II will be considered the reference and will be assigned a score of 10.00 (ten). For the other candidates, the final score will be calculated proportionally to the reference score.

a) The production score will be published on the selection process page (<https://www.ufsm.br/trabalhe-na-ufsm>) before the interview invitation.

5.3.2. The interviews may be held in person or online.

a) The invitation for the interview will be published on the selection process page (<https://www.ufsm.br/trabalhe-na-ufsm>) at least 5 (five) calendar days in advance.

5.3.4. The final score in the selection process will be the sum of the score obtained in the Scientific Production Scoring Table, calculated according to item 5.3.1, and the score obtained in the interview.

6. RESULTS

6.1. Candidates will be ranked in descending order based on their final score, which is calculated in accordance with items 5.2.1 and 5.3.4, as applicable, provided they obtain a minimum score of 7.00 (seven) in the Production Scoring Table analysis stage in order to be approved.

6.2. The maximum number of candidates to be classified for each position will follow the limits established in Annex II of Decree No. 9.739/2019, as shown in the table below:

VACANCIES ANNOUNCED IN THE CALL	MAXIMUM NUMBER OF APPROVED CANDIDATES
01	05

6.3. Candidates who are not classified within the maximum number of approved candidates referred to in the previous item will automatically be disqualified from the public selection process, even if they have obtained the minimum qualifying score, in accordance with Decree No. 9.739/2019.

6.4. In the event of a tie in the final score, preference will be given to the candidate who is sixty (60) years of age or older on the last day of the application period for this selection process, as provided in the sole paragraph of Article 27 of Law No. 10.741/2003 (Elderly Statute).

6.4.1 If more than one candidate is sixty (60) years of age or older, preference will be given to the eldest candidate.

6.5. After being announced in a public session, the results of the selection process will be published on the selection process page: <https://www.ufsm.br/trabalhe-na-ufsm>

7. APPEALS REGARDING THE RESULTS

7.1. After the publication of the final results on the selection process page, candidates will have a period of **3 (three) business days** to request a review of their evaluations by submitting a formal appeal via the National Electronic Process (PEN), addressed to the Coordinator of the Graduate Program responsible for the selection.

7.2. To file an appeal, the candidate must first register as an external user at the following address: <https://www.ufsm.br/orgaos-suplementares/dag/pem/servicos/foreign-external-user-registration>. Once registered,

the candidate may open a National Electronic Process (PEN-SIE) through UFSM's Process Portal, using the document type "Processo de recurso de seleção pública" ("Public selection appeal process") and forward it to the Faculty Selection Committee (Núcleo de Concurso Docente).

7.3. The Examining Committee will have **3 (three) business days** to review and decide on the appeals. The candidate will be notified of the decision via the electronic appeal process.

7.4 The final definitive result, after the appeal period, will be submitted by the Graduate Program to the Faculty Selection Committee (NCD/CCON/PROGEP) for publication on the selection process page on the UFSM website.

8. APPROVAL OF THE RESULTS

8.1. The results of the selection process will be approved by the graduate program council, the council of the given unit, and the Council for Education, Research, and Extension, after which they will be forwarded to the Provost Office for Personnel Management (PROGEP) for the appropriate administrative procedures.

9. REMUNERATION:

9.1. The remuneration of the foreign visiting professor will correspond to their workload regime, as established in Article 12 of UFSM Resolution No. 173/2024, using the salary of a Full Professor as the reference value, as provided in Law No. 12.772/2012.

9.1.1. The working regime may be:

I) 40 (forty) hours per week, without exclusive dedication, when the work is carried out in a hybrid format (in-person and online). The foreign visiting professor must begin their duties in person and carry out at least 50% of the total contract period in person.

II) Full-time with exclusive dedication, when the duties are carried out strictly in person at UFSM.

9.2. The monthly remuneration will consist of the Basic Salary and the Degree-based remuneration, as shown in the following table:

Work Regime	Base Salary	Degree-based remuneration	Total Remuneration
40 hours per week (hybrid work schedule)	R\$ 8,075.27	R\$ 6,964.91	R\$ 15,040.18
Exclusive Dedication (in-person work schedule)	R\$ 11,536.10	R\$ 13,266.52	R\$ 24,802.62

10. DURATION OF THE CONTRACT:

10.1. The contract for the foreign visiting professor selected through this Call for Applications will be for a duration of 3 (three) months, with no possibility of extension.

11. VALIDITY PERIOD OF THE SIMPLIFIED SELECTION PROCESS:

11.1. This selection process will not result in the creation of a waiting list. Its validity will expire once the advertised position has been filled.

12. FINAL PROVISIONS

12.1. Participation in this simplified selection process implies full knowledge and tacit acceptance of all the terms and conditions established in this Call for Applications and other related documents regulating this public selection.

12.2. By submitting an application to this selection process, the candidate acknowledges and authorizes UFSM to provide, upon reasoned request, their personal data to third parties who demonstrate a legitimate interest in the process, during the appeal period, in compliance with the principles of publicity and transparency that govern Public Administration and in accordance with Law No. 13.709/2018.

12.3. The candidate shall be solely responsible for the accuracy of the information provided. Should any false information or forged documents be presented, the candidate may be held criminally liable for offenses against public faith, resulting in disqualification from the selection process, in addition to the penalties set forth in the sole paragraph of Article 10 of Decree No. 83.936/1979.

12.4. Candidates who have previously been hired under the terms of Law No. 8.745/1993 may not be contracted again until at least 24 (twenty-four) months have elapsed since the end of their previous contract.

12.5. Only foreign candidates who, at the time of signing the contract, hold a permanent visa in Brazil or a temporary visa for research, teaching, or academic extension purposes, as provided for in Law No. 13.445/2017, may be hired. UFSM will request the temporary visa from the Ministry of Justice and Public Security.

12.6. It is forbidden to contract, under the terms of this Law, civil servants from the direct or indirect administration of the federal, state, federal district, and municipal governments, as well as employees or civil servants of their subsidiaries or controlled entities.

12.7. Candidates who are currently active or retired UFSM employees may not be hired as visiting professors, as stated in Article 1, §4 of UFSM Resolution No. 173/2024.

12.8. The required qualifications must be verified at the time of contract signing, in accordance with Article 5 of Law No. 8.112/1990, Article 207 of the Federal Constitution/1988, Law No. 8.745/1993, and Law No. 12.772/2012.

12.9. At the time of contract signing, proof of the required academic qualification must be provided. Only doctoral degrees from graduate programs accredited by CAPES-MEC will be accepted. In the case of a diploma issued by a foreign higher education institution, the degree will only be considered valid if formally recognized as equivalent to those granted in Brazil, through the proper recognition process by a Brazilian public higher education institution, in accordance with current legislation.

12.10. Exclusively for the hiring of visiting professors under this Call for Applications, the formal recognition of a foreign degree, as required by law, may be replaced by a simplified recognition opinion issued by the UFSM Provost Office for Graduate Studies and Research (PRPGP).

12.11. To open a "Public selection appeal process" via the UFSM National Electronic Process System (PEN-SIE/UFSM), the candidate must first complete the external user registration, available at: <https://www.ufsm.br/orgaos-suplementares/dag/pen/servicos/foreign-external-user-registration>, at least **2 (two) business days** before the desired appeal submission date, in accordance with the deadlines established in this Call. All public selection appeal processes for teaching positions must be forwarded to the Faculty Selection Office (Núcleo de Concurso Docente: 01.26.03.01.0.0).

12.12. For information regarding this Call for Applications, please contact the Graduate Program responsible for the selection (contact information provided in Annex I), or the UFSM Provost Office for Personnel Management – Faculty Selection Office (CCON/PROGEP) via email at: concursodocente@ufsm.br.

Santa Maria, April 29, 2025.

MARTHA BOHRER ADAIME
Vice-President

ANNEX I
Specific instructions

Specific instructions for each Area/Sub-area/Specialty

Unit/Department Graduate program	Area/ Sub-area/ Specialty	Address of the Graduate Unit/Program	Weights of scores
Graduate Program in Soil Sciences Agricultural and Animal Sciences Center	Soil sciences	Agricultural and Animal Sciences Center Graduate Program in Soil Sciences Avenida Roraima Nº 1000, Camobi, Building 42, Room 3135 Santa Maria - RS, CEP: 97105-900 Phone: +55 (55) 3220-8336 E-mail: ppgcs@ufsm.br	I. Scientific Production evaluation – Weight 10 II. Interview – Weight 1
Graduate Program in Food Science and Technology Agricultural and Animal Sciences Center	Food Science and Technology	Agricultural and Animal Sciences Center Graduate Program in Food Science and Technology Avenida Roraima Nº 1000, Camobi, Building 42, Room 3135 A Santa Maria - RS, CEP: 97105-900 Phone: +55 (55) 3220-8306 E-mail: ppgcta@ufsm.br	I. Scientific Production evaluation – Weight 10 II. Interview – Weight 1
Graduate Program in Physics Natural and Exact Sciences Center	Astronomy/Physics	Natural and Exact Sciences Center Graduate Program in Physics Avenida Roraima Nº 1000, Camobi, Building 13, Room 1108 C Santa Maria - RS, CEP: 97105-900 Phone: +55 (55) 3220-8305 E-mail: pgfisica@ufsm.br	I. Scientific Production evaluation – Weight 10
Graduate Program in Communication Human and Social Sciences Center	Media Communication	Center for Social and Human Sciences Graduate Program in Communication Avenida Roraima Nº 1000, Camobi, Building 21, Room 5130 Santa Maria - RS, CEP: 97105-900 Phone: +55 (55) 3220-8491 E-mail: poscom@ufsm.br	I. Scientific Production evaluation – Weight 10 II. Interview – Weight 1
Graduate Program in Civil and Environmental Engineering Technology Center	Engineering/ Sanitary engineering	Technology Center Graduate Program in Civil and Environmental Engineering Avenida Roraima Nº 1000, Camobi, Building 8, Room 2061 Santa Maria - RS, CEP: 97105-900 Phone: +55 (55) 3220-8837/3220-8606 E-mail: ppgecam@ufsm.br	I. Scientific Production evaluation – Weight 10 II. Interview – Weight 1
Graduate Program in Pharmaceutical Sciences Health Sciences Center	Pharmacy	Health Sciences Center Graduate Program in Pharmaceutical Sciences Avenida Roraima Nº 1000, Camobi, Building 26, Room 1430 Santa Maria - RS, CEP: 97105-900 Phone: +55 (55) 3220-8095 E-mail: ppgcf@ufsm.br	I. Scientific Production evaluation – Weight 10 II. Interview – Weight 1

ANNEX II

Scientific Production Table- Visiting Foreign Professor (1)

Item	Points/ Verified item	Quantity per item	Total per item
Scientific article with JCR impact factor above 4.00: No point limit	30		
Scientific article with JCR impact factor from 2.00 to 3.99: No point limit	20		
Scientific article with JCR impact factor from 1.00 to 1.99: Limited to 80 points	15		
Scientific article with JCR impact factor less than 1.00 or without JCR: Limited to 20 points	10		
Books with ISBN/ISSN published: Limited to 50 points	10		
Patent granted: No point limit	15		
Primary PhD advisor (per graduated student): No limit	10		
Primary Master's advisor (per graduated student): No limit	5		
Graduate-level teaching (master's and doctoral programs)	1/year		
Candidates with a formal affiliation as a professor or researcher at a foreign institution of higher education.	400		
Total			

(1) The evaluation of candidates' scientific production will be based on supporting documentation for work produced in the five (5) years preceding the publication of this Call in the Brazilian Federal Gazette (curriculum vitae and Scientific Production Scoring Table with supporting documents).

Candidate's signature

NUP: 23081.056024/2025-22

Prioridade: Normal

Homologação de edital

010 - Organização e Funcionamento

COMPONENTE

Ordem	Descrição	Nome do arquivo
2	Edital de seleção pública (021.2)	Edital Prof. Visitante Estrangeiro N. 119, de 29.04.2025 - versão inglês.pdf

Assinaturas

30/04/2025 15:15:54

MARTHA BOHRER ADAIME (Vice-Reitor(a))
01.02.00.00.0.0 - GABINETE DO VICE-REITOR

Código Verificador: 5630442

Código CRC: 27c2d8ba

Consulte em: <https://portal.ufsm.br/documentos/publico/autenticacao/assinaturas.html>

