



"CAROL DAVILA" UNIVERSITY OF MEDICINE AND PHARMACY of BUCHAREST



PRO – CHANCELLORSHIP OF BACHELOR'S DEGREE AND MASTER'S DEGREE UNIVERSITY EDUCATION

**APPROVED CA,
25.10.2021**

**APPROVED SENAT,
26.10.2021**

PERSONAL COMPETITION METHODOLOGY FOR THE DIDACTIC AND RESEARCH POSITIONS FROM THE "CAROL DAVILA" UNIVERSITY OF MEDICINE AND PHARMACY OF BUCHAREST

Summary

This document is a summary of the personal competition methodology for didactic and research positions from the "Carol Davila" University of Medicine and Pharmacy of Bucharest (UMFCD).

CHAPTER I – General provisions

The personal competition methodology for the didactic and research positions in UMFCD is drafted according to the legal provisions in force, according to which, at the competition for didactic and research positions from the higher education only persons who fulfill the minimum and compulsory standards (national minimum standards) can participate.

Within UMFCD, the personal competition methodology for free didactic and research positions provides the minimum and compulsory standards (university standards) for the following positions: university assistant employed on indefinite period, lecturer / university lecturer, associate professor, university professor, research assistant employed on indefinite period, scientific researcher, scientific research 3rd, 2nd and 1st degree.

Both the methodology and the personal standards of UMFCD are established by the Board of Directors, according to the normative documents in force and approved by the University Senate. These standards cannot be derogated from the national minimum standards.

According to this methodology, the employment on didactic and research positions on indefinite period is done by public competition, organized by UMFCD, according to the legal provisions in force. The notice concerning the organization of competition for the employment on didactic and research positions in UMFCD is published with at least 2 months before the performance of the first competition test, visibly. This notice will contain the following information: description of position; duties / activities related to the position; minimum employment salary for the position upon employment; calendar of competition; themes from which the competition commission can choose the theme for the tests taken by applicants and the related bibliography; description of the competition procedure; complete list of documents which the applicants must include in the competition file; address at which the competition file



must be submitted. The competition for didactic and research positions from UMFCDB has open feature, the persons who fulfil the registration conditions based on law, without any discrimination can participate to it. The competition methodology cannot refer to the seniority of applicant, and the description of position does not limit the number of applicants.

CHAPTER II – Specific regulations concerning the Competition for didactic and research positions in UMFCDB

In UMFCDB, the employment for indefinite period on didactic or research positions is done by public competition, according to the legal provisions in force. The proposal for the organization of Competition for the employment on a free position will be done by the Department Director or the Manager of the Doctoral School in the structure where the position is found. The list of positions proposed for the employment by competition is approved by the Dean and submitted to the Board of Directors for approval, following to be published subsequently in the Official Journal of Romania. The beginning of the competition procedures can be started only after the publication in the Official Journal.

In this methodology, the legal conditions in force for the registration at the Competition for the employment of the following didactic positions are stipulated: university assistant employment on indefinite period, lecturer / university lecturer, assistant professor, university professor and, for the employment of some research positions within UMFCDB.

Also, this methodology establishes the documents necessary for drafting the file which is going to be submitted by each applicant upon the registration at the Competition for the employment on a didactic or research position in UMFCDB, including the instructions for drafting these documents. Similarly, the establishment and submission method for the competition file is detailed.

The fulfilment by an applicant of the legal conditions for the presentation to competition is certified by the Notice of the legal department of higher education institution, based on the Resolution concerning the verification of information from the Verification file of the fulfilment of minimum standards for the participation to the competition for the employment of didactic positions within UMFCDB. This Resolution is established by a Commission or a Scientific Council, following to be attached to each file. The certification of fulfilling the legal conditions for the presentation to competition by the Notice of the legal department, entitles the applicant to participate to the competition tests.

This methodology regulates the structure, appointment procedure and duties of the Competition commissions.

Similarly, the methodology for performing the competition for the employment on didactic and research positions in UMFCDB, which consists of the evaluation of professional, scientific



activity and didactic quality of applicants for the didactic positions, based on the score granted by each member of the Competition commission is regulated.

The appointment on position and granting of a related university title by UMFCF, after the validation of competition by Senate, is done by the Decision of the Chancellor and enters in force beginning with the semester following the performance of competition.

If the position for competition is not occupied, the competition can be resumed, observing fully the competition procedure provided in the personal methodology of UMFCF.

This Methodology includes the following annexes:

Annex I

A. Minimum criteria for the registration at the competition for employment on didactic positions in UMFCF

1. For the position of university assistant on indefinite period for all the university faculties;
2. For the position of lecturer on indefinite period for all the university faculties;
3. For the positions of assistant professor and university professor on indefinite period within the Faculty of Medicine, Faculty of Pharmacy, Faculty of Midwives and Medical Care;
4. For the positions of assistant professor and university professor on indefinite period within the Faculty of Dental Medicine;

B. The performance of competitions for the employment on didactic positions in UMFCF of Bucharest and the specific evaluation criteria.

Annex II

- A. File for the verification of fulfilment of minimum standards for the participation to the competition for the employment on didactic positions within UMFCF of Bucharest.
- B. File for self – assessment of the applicant and evaluation by the competition commission for the employment on didactic positions within UMFCF of Bucharest.