



## JOB OFFER

**To fill the position of a predoctoral researcher who will develop their doctoral thesis in the field of paleoenvironmental studies, within the framework of the activities carried out by the Landscape Archaeology Research Group (GIAP) of ICAC (G017.192)**

1. Presentation
2. General characteristics of the offer
3. Requirements to participate
4. Job Functions
5. Job Description
6. It will be valued
7. Submission of applications
8. Selection procedure
9. Basic information on data protection
10. Follow-up of the call in accordance with the principles for hiring ICAC staff

### 1. Presentation

The Institut Català d'Arqueologia Clàssica (ICAC) is a public research institution created by the Generalitat de Catalunya and the Universitat Rovira i Virgili. ICAC aims to research, train and disseminate the protohistoric, classical and late antique cultures of the Mediterranean and beyond. The Institute is considered a research centre in Catalonia, identified as a CERCA centre. ICAC is based in Tarragona and is made up of a team of about 60 people, including research staff, research support staff and management and administration staff.

Given the granting of the Project for the Generation of Knowledge and Training of Predoctoral Researchers, call 2024, *MEDLANDS: Genesis of transmediterranean cultural landscapes: a multidisciplinary study of how the Greek colonial endeavour transformed land-use and socio-environmental interactions* (PID2024-159127NB-I00), the hiring of a predoctoral researcher to develop their doctoral thesis within the framework of the described project is required. The employment contract is part of the PREP2024-002729 grant and is funded by MICIU/AEI/10.13039/501100011033, by the FSE+ and by ICAC.

The training and the first phase of the contract (1st and 2nd year) will be carried out at the Institute of Evolutionary Sciences of Montpellier (ISEM, France) and the second phase (3rd and 4th year) will be carried out at ICAC headquarters in Tarragona.

The characteristics, requirements and procedure that will be followed to resolve this call are listed below.

### 2. General characteristics of the offer

- 2.1. **Job title:** Predoctoral researcher
- 2.2. **Job category:** Researcher in training
- 2.3. **Work centre:** Institut Català d'Arqueologia Clàssica (ICAC). Stay during the first 2 years of the contract at Institut des Sciences de l'Évolution de Montpellier (ISEM, France), to undertake training activities that support the development of their doctoral thesis
- 2.4. **Full-time working day:** 37.5 hours a week from Monday to Friday.
- 2.5. **Remuneration:**

- **€25,081.14 gross per year**, in accordance with the provisions of the “*Proyectos de Generación de Conocimiento*” y actuaciones para la formación de personal investigador, and the salary table currently applicable at the Institute.
  - Supplement during the months of stay at Institut des Sciences de l'Évolution de Montpellier (ISEM, France). During this period, the person hired will receive **€27,600 gross per year**, in accordance with the French agreement in force.  
In addition, during the period of stay abroad, the person hired will also be entitled to receive allowances, in accordance with the applicable regulations.
- 2.6. **Duration:** Maximum of 4 years. In the event of people have been previously hired in the form of a predoctoral contract, the duration of the contract may not exceed the maximum established in Article 21.c) of Law 14/2011, of 1 June, on Science, Technology and Innovation.
- 2.7. **Number of jobs:** 1
- 2.8. **Type of contract:** predoctoral contract for research staff in training (404)
- 2.9. **Call for tenders:** public offer
- 2.10. **Procedure:** ordinary
- 2.11. **Regulations:** ICAC Instruction 3/2022, of 15 September. The Order of 9 December 2024, approving the call for early processing for the year 2024 of the procedure for granting grants «Proyectos de Generación de Conocimiento» y actuaciones para la formación de personal investigador predoctoral asociadas a dichos proyectos, en el marco del Plan Estatal de Investigación Científica, Técnica y de Innovación 2024-2027. The measures to promote the reconciliation between work, family, personal life and gender equality of this job will be awarded to the employment contract and can be consulted on ICAC website, [here](#).

### 3. Requirements to participate

- 3.1. A master's degree in the field of archaeology or other related disciplines (e.g. Biology or Environmental Sciences), obtained after 1 March 2022 and before the scheduled start date of the contract. In justified cases (e.g. maternity or paternity leave or prolonged illness) candidates with a master's degree completed before the specified date may be considered. This degree must qualify for doctoral studies according to the Spanish regulations.
- 3.2. Not to be in possession of a doctorate degree from any other Spanish or foreign entity.

### 4. Job functions

- 4.1. Preparation of a doctoral thesis to be developed within the framework of the MEDLANDS project:
- 4.1.1. Multi-proxy paleo-ecological study (pollen, non-pollen microfossils, micro-carbons) of Holocene sedimentary sequences from the eastern Mediterranean (Thrace, Greece).
- 4.1.2. Laboratory and microscopic analysis for palynological study.
- 4.1.3. Participation in field campaigns (sample collection, sedimentary soundings, etc.).
- 4.1.4. Integration of palaeo-environmental data with archaeological and geo-archaeological data obtained in the study area, as well as in other sectors of studies in the western Mediterranean within the framework of the project.
- 4.1.5. Scientific publication of results and communications at conferences.
- 4.1.6. Incorporation into the Landscape Archaeology Research Group (GIAP) of ICAC and the Archaeobiology and Paleoenvironment team (Archaeopal) of ISEM.

### 5. Job description

- 5.1. The training and the first phase of the doctoral thesis (1st and 2nd year) will be carried out at the Institute of Evolutionary Sciences of Montpellier (ISEM, France) and the second phase (3rd and 4th year) will be carried out at ICAC headquarters in Tarragona.



## 6. To be evaluated

- 6.1. The academic and/or scientific-technical career of the candidate
  - 6.1.1. Scientific and technical contributions
  - 6.1.2. Mobility and internationalization
- 6.2. Adequacy of the candidate to the research activities to be carried out

## 7. Submission of applications

- 7.1. Those interested who meet the requirements can submit the application by email to the [rrhh@icac.cat](mailto:rrhh@icac.cat) of the Institut Català d'Arqueologia Clàssica. The email will consist of:
  - 7.1.1. Subject: "ICAC call G017.192"
  - 7.1.2. Body of the message: it is necessary to include the name, surname, NIF, contact telephone number, academic qualifications, in addition to stating the willingness to participate in this job offer.
  - 7.1.3. Documents to be attached:
    - 7.1.3.1. A PDF of the DNI/NIE/passport.
    - 7.1.3.2. A PDF of the qualifications required in the call (section 3. Minimum requirements to participate) and that give access to the PhD.
    - 7.1.3.3. A PDF of the academic transcript of the bachelor's and master's degree, or the equivalent grade certificate issued by the Ministry of Education and Vocational Training.
    - 7.1.3.4. *Curriculum vitae* of the applicant that is related to the purpose of the call for the job offer and prepared according to the Agency's template (CVA-ENG) that can be downloaded from ICAC and the [Agency](#) websites.
    - 7.1.3.5. A PDF containing the supporting documents that correspond to the merits alleged in the CV.
    - 7.1.3.6. A *letter of motivation*, in which the applicant states their interest in obtaining the job offered, its suitability for the project and the added value that carrying it out would represent for their research activity, as well as the value it would bring to the centre and the receiving team. This letter must be submitted in English.
    - 7.1.3.7. A copy of the Master's Degree Final Project
    - 7.1.3.8. Responsible declaration stating that the applicant has not previously been hired under a predoctoral contract; if they have, the duration in days of the previous contract must be indicated.
    - 7.1.3.9. Responsible declaration stating that the applicant does not hold a doctoral degree issued by any Spanish or foreign institution.
- 7.2. The original documents that are part of the application will be accepted as long as they are written in Spanish, Catalan, or English. If the original document is drawn up in a language other than those mentioned, an English translation must be attached.
- 7.3. As for training, it is necessary to specify in all cases the hours of duration of the courses and the type of certification obtained. With regard to knowledge of languages, it is necessary to accredit the corresponding certificate specifying the level achieved in accordance with the classification of the Common European Framework of Reference for Languages (CEFR).
- 7.4. The deadline for submitting applications ends **on April 15, 2026 at 11:59 p.m.** In accordance with the provisions of Article 32.3 of Law 39/2015, of 1 October, on common administrative procedure in public administrations, an extension of the established deadlines may be granted ex officio that does not exceed half of them as long as the circumstances advise it and this does not prejudice in any case the persons interested in the call. In no case will the agreement of the extension be after the expiration of the period specified in this job offer and will be notified to the interested people.
- 7.5. Applications that do not meet the minimum requirements will not be considered.

## 8. Selection procedure

- 8.1. The Evaluation and Selection Committee (CAS) will assess the applications based on the CVs and motivation letters. The CAS will take into account the best suitability of the candidate for the research activities to be carried out, as well as the academic and/or scientific-technical career. The CAS will evaluate these aspects according to the following criteria:
- 8.1.1. **Academic and/or scientific-technical career of the candidate (up to 50 points):**
- 8.1.1.1. **Scientific-technical contributions:** the candidate's academic record and other curricular merits will be assessed, as well as their suitability for the tasks to be carried out based on training and professional experience; with a maximum score of 45 points. The following will be evaluated:
- 8.1.1.1.1. Average grade of the academic record of the university degree or degree.
- 8.1.1.1.2. Average grade of the master's degree academic record.
- 8.1.1.1.3. Assessment of the quality of the Master's Degree Final Project
- 8.1.1.1.4. Curricular merits will be evaluated on experience, if applicable, in palynology or palaeobotany and the projects or lines of research in which they have participated; publications and conferences in which they have participated, if applicable; advanced knowledge of the English language; knowledge of other languages (French, Catalan or Spanish) and knowledge of the Greek language if applicable.
- 8.1.1.2. **Mobility and internationalization (up to 5 points):** the relevance and impact on their research career of the candidate's stays in national and international centres will be assessed, taking into account the prestige of the entity receiving the stay and the activity carried out there.
- 8.1.2. **Suitability of the candidate for the research activities to be carried out (up to 50 points):** the suitability of the candidate for the research project or activities to be carried out will be assessed based on their previous training and experience. To this end, the added value that carrying out the project will represent for their research career will be taken into account, as well as the value provided to the center and the host team.
- 8.1.3. If it deems it appropriate and at any time during the processing of the application, the CAS may contact the candidate to request the necessary information for the verification of the alleged merits. Failure to cooperate within the requested period may lead to the suspension of the application.
- 8.1.4. The selection procedure will take place after the closing of applications for applications. The **scheduled incorporation date will be June 1, 2026**. Exceptionally, when it is necessary to have a longer period for incorporation, this may be extended until 1 September 2026, subject to authorization from the Agency.
- 8.1.5. In compliance with art. 9.1.e) of Law 19/2014, of 29 December, on transparency, access to public information and good governance, the name and surnames of the person selected for the job offered will be published in the award resolution that will be published on ICAC website, in the section Work at ICAC, unless the selected person exercises their right to object and informs ICAC of the existence of any special circumstance that legally justifies not being published.

## 9. Personal data

- 9.1. By formalizing and submitting the application, applicants accept the Bidding Terms and Conditions and give their consent to the processing of the personal data necessary to participate in the call and for the rest of the processing of the selection process or other actions derived from it, in accordance with current regulations.
- 9.2. The personal data contained in the application will be processed in the activity Selection and provision of jobs, with the following specifications:
- 9.2.1. Identification of the activity: Selection and provision of jobs.

- 9.2.2. Data controller: Institut Català d'Arqueologia Clàssica (ICAC); Plaza d'en Rovellat, s/n, 43003 Tarragona, telephone (+34) 977 24 91 33, [info@icac.cat](mailto:info@icac.cat), [www.icac.cat](http://www.icac.cat)
- 9.2.3. Data Protection Officer: [delegatpd@icac.cat](mailto:delegatpd@icac.cat), Institut Català d'Arqueologia Clàssica, Plaza d'en Rovellat, s/n, 43003 Tarragona, telephone (+34) 977 24 91 33.
- 9.2.4. Purpose of the processing of personal data: selection and provision of jobs through public calls.
- 9.2.5. Legal basis: consent, a mission carried out in the public interest provided for in Royal Legislative Decree 5/2015, of 30 October, approving the revised text of the Law on the Basic Statute of Public Employees.
- 9.2.6. Recipients: publication on ICAC website of the procedures of the selection process, in accordance with current regulations; the applicant will be informed that their data will be published on ICAC website; persons who access information in application of the principle of active publicity provided for in the transparency regulations; the competent public administrations in this area, in compliance with the applicable legal obligation. Personal data will not be transferred outside the European Union.
- 9.2.7. Rights of interested parties: you may access the personal data provided, request its rectification or deletion, oppose its processing and request its limitation, by sending an express request to [delegatpd@icac.cat](mailto:delegatpd@icac.cat).
- 9.2.8. Period of storage of personal data: the calendar for the conservation and elimination of documents of the Administration of the Generalitat de Catalunya will be complied with.
- 9.2.9. Complaint: in the event that the rights of the applicant in relation to the protection of their personal data are violated, especially when they have not obtained satisfaction in the exercise of their rights, they may file a complaint with the competent Supervisory Authority in matters of data protection through its website: [www.apdcat.cat](http://www.apdcat.cat).

#### **10. Follow-up of the call in accordance with the principles for hiring ICAC staff**

- 10.1. This call is governed by compliance with the principles approved by ICAC within the framework of the OTM-R program of the HRS4R accreditation. These principles are set out in the document entitled *Principles for the recruitment of ICAC staff*, available on the Institution's website.
- 10.2. In compliance with the aforementioned principles, this call will be evaluated in accordance with the procedure established in said document.
- 10.3. Particular emphasis should be placed on the principles aimed at ensuring fair and transparent recruitment based on equal employment opportunities; to avoid discrimination in the recruitment of staff on the basis of gender, marital status, sexual orientation, disability, nationality, political or religious beliefs, or any other type of discrimination; and to comply with the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers promoted by the European Commission, in order to ensure a fair and transparent selection process.

Director  
Tarragona, at the date of the electronic signature  
(G017.192-OTT-PID24-ENG-paleoamb.adm)