

## JOB OFFER

To fill a postdoctoral research position in training, in the field of stone production and data management in accordance with the FAIR principles, within the framework of the development of the ALMA project linked to the ArPA research group (code G017.194)

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### 1. Presentation

The Catalan Institute of Classical Archaeology (ICAC) is a public research institution created by the Government of Catalonia and the Rovira i Virgili University. The ICAC aims to research, provide training 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. The 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.

It is necessary to hire a postdoctoral researcher in training, in order to coordinate data management and study the agents and workshops linked to the production of stone pieces, within the framework of the *ALMA project. The Allure of Marble. Materials, Production, Agents and Meaning of Marble in the Roman West* (PID2024-156478NB-I00). The employment contract is funded by MICIU/AEI/10.13039/501100011033/ERDF, EU.

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:** Postdoctoral researcher in training
- 2.2. **Job category:** I7
- 2.3. **Work centre:** Plaza d'en Rovellat, s/n, Tarragona.
- 2.4. **Full-time working day** of 37.5 hours per week from Monday to Friday.
- 2.5. **Remuneration:** €2,059.22 gross per month for 14 payments
- 2.6. **Duration:** approximately 6 months, conditioned by the duration of the allocated budget.
- 2.7. **Number of jobs:** 1
- 2.8. **Type of contract:** indefinite employment with full-time dedication (100).
- 2.9. **Call:** public offer.
- 2.10. **Processing:** ordinary.
- 2.11. **Regulations:** Law 14/2011, of 1 June, on Science, Technology and Innovation; Order approving the call for early processing for the year 2024 of the procedure for granting grants for "Knowledge Generation Projects" and actions for the training of research staff in training associated with the projects, within the framework of the State Plan for Scientific, Technical and Innovation Research 2024-2027; ICAC Instruction 3/2022, of 15 September. The measures to promote the reconciliation between work, family, personal life and gender equality of this job will be attached to the employment contract and can be consulted on the ICAC website, [here](#).

## 3. Minimum requirements to participate

- 3.1. To have completed a doctorate in the field of artistic productions, tombstone ensembles and/or epigraphic productions.

## 4. Job functions

- 4.1. Develop, implement and unify the databases developed in the course of the study of the stone materials linked to the ALMA project.
- 4.2. Integrate these databases with the databases linked to the Archaeometric Studies Unit (LEMLA, lithotheque), after updating, refining and transforming the latter into free software, where appropriate.
- 4.3. Coordination of the Data Management Plan, in accordance with the FAIR principles, and collaboration in the coordination with project partners.
- 4.4. Research in museums, sites and the like, of pieces/productions likely to be part of the proposed study, under the direction of the PI of the project, and exhaustive study of these pieces, especially epigraphic.
- 4.5. Participation in field work (prospecting and sampling) and laboratory work (management/performance of analyses), as well as the processing of the materials

and data obtained, and preparation of respective reports, under the supervision of the UEA Technical Specialist and the PI of the project.

- 4.6. To contribute to the dissemination of the scientific results of the ArPA-LIRA group, as well as to other actions related to research that are carried out during the term of the contract.
- 4.7. To support the research activities of the Archaeometry and Artistic Productions Research Group (ArPA) of the ICAC.

## 5. It will be valued

- 5.1. Participation in scientific dissemination activities, especially in relation to stone materials.
- 5.2. Experience in the study of epigraphic contexts and materials, especially with regard to the identification of workshops, accredited through professional experience and/or participation as a collaborating researcher in specific research projects.
- 5.3. Complementary training on database management in accordance with the FAIR principles, as well as digital tools for data and documentation management in the cultural field.
- 5.4. Work experience and/or complementary training in the development of online historical and archaeological catalogues.
- 5.5. Scientific publications in the field of artistic productions and especially in the field of epigraphy.
- 5.6. Have previous experience in the study of tombstone assemblages (marbles and other decorative rocks) and field archaeology (prospecting and excavation)

## 6. Submission of applications

- 6.1. Interested persons who meet the requirements may submit the application by sending an email to the [rrhh@icac.cat](mailto:rrhh@icac.cat) address of the Catalan Institute of Classical Archaeology. The email will consist of:
  - 6.1.1. Subject: it is necessary to write "ICAC call G017.194" in the *Subject* section of the email.
  - 6.1.2. Body of the message: in the section reserved for the text of the message, the surname and first name, the NIF, the contact telephone number, the academic qualification, in addition to stating the willingness to participate in this job offer.
  - 6.1.3. Attached documents:
    - 6.1.3.1. A PDF of the qualifications required in the call (section 3. Minimum requirements to participate).

6.1.3.2 A PDF of the applicant's *curriculum vitae* that is related to the subject matter of the job offer.

6.1.3.3. A PDF containing the supporting documents that correspond to the merits alleged in the CV.

6.2. In the *curriculum vitae* it is necessary to make a detailed description of the functions carried out in each of the jobs that have been occupied and detail the dates of the time worked. With regard to training, it is necessary to specify in all cases the hours of duration of the courses and the type of certification obtained (attendance, attendance with advantage,...); with regard to knowledge of languages, the corresponding certificate must be provided specifying the level achieved in accordance with the classification of the Common European Framework of Reference for Languages (CEFR).

6.3. The deadline for submitting applications is **24 June 2026 at 11.59 p.m.**

6.4. Applications that do not meet the minimum requirements will not be taken into account.

## 7. Selection procedure

7.1. The Evaluation and Selection Committee (hereinafter, CAS) will assess the applications based on the CVs. The CAS will take into account the best match between the applicant's academic background, work experience, other relevant training and knowledge of the English language. In addition, the CAS will score a maximum of 100 points and in accordance with the following sections:

7.1.1. Participation in **scientific congresses/conferences/meetings** that are related to the line of research of the current call; with a score of 0 to 15 points.

- *Participation by oral presentation/paper*..... 3 points
- *Participation as an organizer*..... 1.5 points.

7.1.2. **Scientific publications** in the line of research of the current call; with a score of 0 to 15 points.

- *Scientific article*..... 3 points.
- *Book chapter or similar*..... 2 points.

### 7.1.3. **Complementary training**, with a score of 0 to 25 points:

On database management in accordance with FAIR principles, as well as digital tools for data and documentation management in the cultural field; with a score of 0 to 15 points.

- From 0 to 10 hours..... 2 points/course.
- From 11 a.m. to 8 p.m..... 4 points/course.
- From 9 p.m. to 40 p.m..... 6 points/course.
- From 41 to 59 hours..... 8 points/course.
- 60 or more hours..... 10 points/course.

On the development of online historical and archaeological catalogues; with a score of 0 to 10 points.

- From 0 to 10 hours..... 2 points/course.
- From 11 a.m. to 8 p.m..... 4 points/course.
- From 9 p.m. to 40 p.m..... 6 points/course.
- From 41 to 59 hours..... 8 points/course.
- 60 or more hours..... 10 points/course.

### 7.1.4. **Work experience**, with a score of 0 to 45 points:

In the development of online historical and archaeological catalogs; with a score of 0 to 15 points.

In the study of epigraphic contexts and materials, especially with regard to the identification of workshops; with a score of 0 to 15 points.

In the study of tombstone assemblages (marbles and other decorative rocks) and field archaeology (prospecting and excavation); with a score of 0 to 15 points.

- *Work experience*..... 1 point/month.
- *Collaborating researcher: Qualitative evaluation according to described involvement (technical level, autonomy, methodologies and techniques)*..... 15 points

7.2. If it deems it appropriate, the CAS may request the documentation it deems necessary to verify the alleged merits, at any time during the processing of the application. Failure to provide the required documentation within the requested period may lead to the suspension of the application.

7.3. In the event of a tie in the highest score, the CAS will interview each of the matched applicants to better determine the merits and assign the order of priority between them. If the CAS deems it appropriate, it may also interview applicants who have obtained up to a maximum of 10 points difference with respect to the applicant who has achieved the highest score. In the interview, the CAS will assess more accurately the merits and abilities that are determined in the call. The maximum score for the interview will be 15 points, which must be added to the points obtained

in the assessment of the rest of the merits. If the interview score requires it, the maximum score of 100 points provided for in the offer may be exceeded.

7.4. Applications that have not obtained 60 points in the evaluation will not be able to be selected nor will they be able to be part of the reserve list.

7.5. The selection procedure will be carried out after the closing of the admission of applications and is expected to be resolved throughout the month of June 2026. The date of incorporation will be in July 2026.

7.6. 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 resolution of the concession that will be uploaded to the ICAC website, section Work at the ICAC, unless the selected person exercises the right to object and informs the ICAC that there is a special circumstance that legally justifies not publishing it.

## 8. Personal data

8.1. By formalising and submitting the application, applicants accept the Bid Terms and Conditions and give their consent to the processing of the personal data that are necessary to take part in the call and for the rest of the processing of the selection process or other actions that may arise, in accordance with current regulations.

8.2. The personal data contained in the application will be processed in the activity

Selection and provision of jobs, with the following specifications:

8.2.1. Identification of the activity: Selection and provision of jobs.

8.2.2. Data controller: Catalan Institute of Classical Archaeology (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).

8.2.3. Data Protection Officer: [delegatpd@icac.cat](mailto:delegatpd@icac.cat), Catalan Institute of Classical Archaeology, Plaça d'en Rovellat, s/n, 43003 Tarragona, telephone (+34) 977 24 91 33.

8.2.4. Purpose of the processing of personal data: selection and provision of jobs through public announcements.

8.2.5. Legal basis: consent, 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.

8.2.6. Recipients: publication on the 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 the ICAC website; persons who

access information by 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.

8.2.7. Rights of the interested parties: the personal data provided may be accessed, their rectification or deletion requested, their processing may be opposed and their limitation may be requested, by sending an express request to [delegatpd@icac.cat](mailto:delegatpd@icac.cat).

8.2.8. Period of storage of personal data: the calendar for the conservation and deletion of documents of the Administration of the Generalitat of Catalonia will be complied with.

8.2.9. Complaint: in the event that the rights of the applicant with respect to the protection of their personal data are violated, especially when they have not obtained satisfaction in the exercise of their rights, they can file a complaint with the competent Data Protection Supervisory Authority through its website: [www.apdcat.cat](http://www.apdcat.cat).

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

9.1. This call is required to comply with the principles approved by the ICAC within the framework of the OTM-R programme of the HRS4R accreditation. These principles are set out in the document entitled "[Hiring ICAC Staff](#) ", which can be consulted on the Institution's website.

9.2. In compliance with the aforementioned principles, this call will be evaluated in accordance with the procedure set out in the aforementioned document.

9.3. Particular mention should be made of the principles that ensure fair and transparent recruitment on the basis of equal employment opportunities; to prevent discrimination in the recruitment of staff on the grounds 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 to ensure fair and transparent recruitment.

Director

Tarragona, on the date of the digital signature

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