

**TECNALIA'S INTERNATIONAL FELLOWSHIPS FOR EXPERIENCED**  
**RESEARCHERS (TIFER) CALL 2014**  
**GUIDE FOR OUTGOING-APPLICANTS**

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## **TECNALIA'S INTERNATIONAL FELLOWSHIPS FOR EXPERIENCED RESEARCHERS (TIFER) CALL 2014**

TECNALIA'S INTERNATIONAL FELLOWSHIPS FOR EXPERIENCED RESEARCHERS Call 2014 will be open until **30<sup>th</sup> November 2014**

### **1. OBJECTIVE**

The aim of the initiative is **to promote knowledge transfer and to strengthen international research networks.**

**These fellowships have a duration from 6 to 12 months. This programme is co-funded by the European Commission under the 7<sup>th</sup> Framework Programme (COFUND-People-Marie Curie Actions)**

The outgoing scheme will offer fellowships of **1 year maximum plus a return period of 6 months.**

Destination: Any foreign country

The Outgoing fellows will develop their **research project within research fields of interest for Tecnalia and for the host organization.**

### **2. BENEFICIARIES. WHO CAN APPLY?**

- Candidates must hold a **PhD Degree** at the moment of the start of the fellowship, or must have at least **four years of full-time equivalent research experience** (including the period of research training) after the degree which formally allowed them to embark on a doctorate.
- Candidates should be **Spanish residents** at the moment of applying for the fellowship.
- Candidates must propose a **research project aligned with the strategic research fields specified below.** The project should also be aligned with **TECNALIA's capabilities and areas of activity or expertise.**

### **3. STRATEGIC RESEARCH FIELDS**

Candidates must frame their projects into one of the following research fields:

Energy  
Construction  
Robotics

#### 4. APPLICATIONS

The information relating to this call is available at <http://tifer-fellowships.com/outgoing/>

The applications will be sent to [tifer.outgoing@tecnalia.com](mailto:tifer.outgoing@tecnalia.com).

Applications must be presented in English. All information of the process will be written in English.

TECNALIA will require the duly completed application and the required documentation to be submitted **by 30<sup>th</sup> of November 2014 at the latest:**

	Applicant information	Format	Comments
1	Application Form	Tifer Outgoing _ 3 <sup>rd</sup> Call.doc	
2	CV	Free annexed in pdf	Relevant data, research result as publications, projects (responsibility as project) awards....
3	Acceptance letter	Free annexed in pdf	A reference letter of the host organisation will be mandatory
4	Letter of interest	Free annexed in pdf	The candidate must write a letter telling: 1) his/her motivation to be part of the desired research team, 2) his/her personal adequacy to the fellowship and 3) the impact that it might suppose for his/her career and in TECNALIA.
5	Proposed Project	Free annexed in pdf	Minimum extension: 3 pages; maximum: 10 pages.

TECNALIA may require whatever documentation and/or complimentary information it considers necessary to properly understand and assess the submitted application, at any stage of the evaluation process.

TECNALIA could declare this call void because of:

- lack of candidates
- the submitted applications not meeting TIFER Programme's requirements, expectations or aims

## 5. SELECTION PROCESS

The selection will be based on the candidate's academic qualifications and research excellence and experience in the referred research field.

The Selection Committee is composed of internal (from TECNALIA) and external members. Beside the Selection Committee, there are remote project evaluators, members of the international scientific community, selected according to their expertise and the research area of the project.

The selection process will be organized as follows:

### 5.1. Eligibility check:

All applications will be reviewed according to the following eligibility criteria:

- Candidates must hold a **PhD Degree** at the moment of the start of the fellowship, or must have at least **four years of full-time equivalent research experience** (including the period of research training) after the degree which formally allowed them to embark on a doctorate.
- Candidates should be **Spanish residents** at the moment of applying for the fellowship.
- Candidates must propose a **research project aligned with the strategic research fields specified before**. The project should also be aligned with **TECNALIA's capabilities and areas of activity or expertise**.
- Completeness of the proposal, i.e. the presence of all requested information.
- Reception of the proposal before the deadline.

### 5.2. Pre-selection

Candidates will be ranked based on the sum of the two evaluations: candidate evaluation and project evaluation.

#### a) Candidate Evaluation

The candidate evaluation will be based on the following criteria:

- Research results and experience
- Awards and reference letters

- Impact of the fellowship on candidate's career development

b) Project Evaluation

The project evaluation will be based on the following criteria:

- Feasibility
- Degree of originality or innovation of the project
- Alignment **with the strategic research fields** specified in topic 3.

The top-ranked applicants will be invited for an interview. The non-selected candidates will be informed about the outcome of the evaluation of the pre-selection process, specifying the strengths and weaknesses of their applications.

### **5.3. Interviews**

In the interview, candidates will be evaluated by the Selection Committee according to the following criteria:

- a) **Scientific knowledge shown.** Candidates must show a high degree of scientific/technological knowledge about the technologies involved in the proposed project. The candidates will have to defend the feasibility to achieve the objectives, the degree of innovation, and the alignment of the project, responding to the objections addressed by the project evaluators.
- b) **Team work capability.** TecNALIA sets importance to the capability of the candidate to be part of, or to lead, high performance teams.
- c) **Motivation.** Considering that cultural adaptation to a new environment is always difficult, candidates should have a strong personal motivation for the mobility experience.
- d) **Personal skills.** Communication, presentation, managerial, leadership skills of the candidate will be taken into account.

### **5.4. Selection**

After the interviews, the Selection Committee will have to decide the final ranking list. The first candidates on this list will be accepted and the rest will enter a reserve list.

The non-selected candidates will be informed about the outcome of the interview specifying the strengths and weaknesses of their applications.

### **5.5. Acceptance of fellowships**

Successful candidates will be invited to sign the job contract and will start the fellowship. Candidates on the reserve list might be selected in the event that another higher ranked application withdraws, is withdrawn, or is declared ineligible.

At the end of each phase of the selection process, applicants will receive feedback.

## **6. APPOINTMENT CONDITIONS OF SELECTED FELLOWS**

Tecnalia guarantees non discriminatory treatment upon gender, age, disability, sexual orientation, religion or political believe, social origin and economic condition in compliance with Spanish legislation and its own internal regulations in force. It is also committed to the Recommendations of the “European Charter for Researchers” and the “Code of Conduct for the Recruitment of Researchers”.

Tecnalia will coordinate, with the host organisation and the fellow, the incorporation procedure case-by-case.

The selected fellows will sign:

1. Commitment to stay in Tecnalia after completed Tifer programme (at least 6 months)
2. Agreement with host organization (MOU)
3. Agreement house care (if required)

## **7. ETHICAL ISSUES**

TIFER is co-funded by the European Commission. As such, TECNALIA is committed to the fundamental ethical principles carried out by the Seventh Framework Programme and fully respects the “Charter of Fundamental Rights of the European Union”.

Due to the type of research carried out by Tecnalia’s research units the projects selected by the calls should not raise, in principle, any ethical issues. In any case, Tecnalia staff in charge of the initial screening of the fellowships applications as well as the members of the Evaluation and Selection Committee will be instructed to take into account the fields excluded from FP7, national and regional regulations.

Candidates are requested to comply with FP7 and destination’s national and regional regulations regarding ethics. In the proposal, they must identify beforehand, any potential ethics conflict. If the proposed research project raises ethical issues, the applicant must provide documents assuring that the project will be carried out according to the relevant legal and ethical frameworks.