

The School of Economics and Business Administration
INVITATION FOR APPLICATIONS FOR FOUR PH.D. SCHOLARSHIPS AT
COMILLAS PONTIFICAL UNIVERSITY

This call for applications is for a pre-doctoral contract within the scope of the Ph.D. Program in Business and Regional Competitiveness, Innovation and Sustainability (CETIS), in accordance with the Regulation on Grants for Training of Researchers of the Comillas Pontifical University

I. Value Proposition

This invitation for applications is aimed at promoting doctoral training through Ph.D. studies, leading to the award of a PhD by the Universidad Pontificia Comillas, within the scope of the Ph.D. Programme CETIS. Research shall necessarily integrate subjects belonging to disciplines ascribed to the following areas of research. Specifically, four predoctoral fellowships are convened for these four areas of research:

- Iberdrola Chair in Economic and Business Ethics Fellowship
 - Line of research: “Impact measurement of venture philanthropy and impact investment projects”. Candidates must have availability to travel abroad to visit projects of the type indicated in this announcement.
- Bankia Chair Fellowship
 - Line of research: “Finance, Accounting”.
- Fellowship from the School of Economics and Business Administration of the Comillas Pontifical University. This fellowship will be co-supervised with the University of Strathclyde. It requires a stay of at least 3 months at the University of Strathclyde.
 - Line of research: "Entrepreneurship and innovation". Given the transdisciplinary nature of this fellowship, it is open to candidates of business management, finance (especially FinTech), accounting and marketing.
- Fellowship from the School of Economics and Business Administration of the Comillas Pontifical University. Two possible lines of research are considered:
 - Line of investigation 1: "Business Analytics and digital transformation, Blockchain".
 - Line of investigation 2: "Management skills".

The signatories of this contract shall have the opportunity to become part of the research team at Universidad Pontificia Comillas so to eventually be equipped to carry out R+D+I duties in the academic and/or business domains upon completion of the doctorate studies. Our Ph.D. programme comprises three universities: University of Deusto, Comillas Pontifical University and Ramon Llull University, all three of which have a deep commitment to social initiatives.

The CETIS Doctorate Programme came into existence under the initiative Aristos Campus Mundus 2015 (ACM 2015), committed to socially responsible and sustainable innovation. This initiative has also signed an advanced strategic cooperation with Georgetown University, Boston College and Fordham University.

The ACM 2015 project was awarded the qualification of Campus of International Excellence in the European regional category in the Ministry of Education's 2011 list. Its aim is to foster academic excellence in teaching and research constituting a joint wager in favor of university projects concerning socially responsible and sustainable innovation in the current global context.

More specifically, the candidates will have the opportunity to join a recognized, prestigious research group with an extensive publications record, and may be eligible for research stays at associated universities that are part of the program, and participate in teaching and research training activities provided by the University. All this will allow the candidates to develop skills related to research and management of R+D+I, and to gain experience in research and teaching, enabling them to access teaching/research positions in private or public institutions.

II. Terms and Conditions of the Contract

Duration:

The contract shall have a maximum duration of 48 months, which may be renewed on an annual basis, and is subject to continuation in the Ph.D. program (with annual reviews).

Amount:

For 2019, the compensation will amount to 17,445.66 Euros gross for an annual period, or its equivalent sum if not for the full year.

Additionally, the beneficiaries shall be exempt from paying 90% of the fees corresponding to the credits they take at Comillas during the Ph.D. training period.

Workload:

The beneficiary of the grant will carry out activities on a full-time, exclusive basis (37.5 hours per week), and shall have the same holiday entitlements as permanent employees of Comillas Pontifical University.

In case there is no suitable candidate according to the opinion of the evaluation committee, the fellowship will be left open.

Duties:

The duties of the candidate within the framework of these contracts will be fundamentally research-based, and related to the training of the students in the Ph.D. program. The candidates will also carry out support activities in research dissemination (organisation of conferences, seminars and workshops, edition of publications, etc.).

Under no circumstances may these include administration support duties which are not related to research; teaching activities shall be permitted with a limit of 6 ECTS per year, and always under the direction of a tenured professor.

Incompatibilities regime:

Hiring pursuant to this invitation for applications is incompatible with any other grant, contract or funding of a similar nature.

Successful candidates shall sign a statement of compliance, to certify they are not subject to any incompatibility that prevents them from being hired under this format.

Non-compliance:

a) Breach of the obligations established in the invitation for applications and in the Regulation on Grants for the Training of Researchers of Comillas Pontifical University will lead to exclusion from future applications for any another similar contract, grant or funding.

b) If breaches refer to those set out in the penalties system established in the current collective bargaining agreement, the consequences shall be those set out in the aforementioned regulatory framework.

c) Any potential incidents shall be immediately reported by the tutor to the relevant Vice-Rector for Research for the purpose of commencing the appropriate proceeding; in this case the regulations of the University and the collective bargaining agreement shall apply.

III. Application and Appointment Procedure

1. Requirements for applicants

a) In general terms, in order to be eligible for this invitation for applications, candidates should meet the requirements for eligibility for an official Ph.D. program, which are set out in Article 6 of Royal Decree 99/2011, of 28 January, regulating official Ph.D. studies, that is:

- Hold an official Spanish Undergraduate or Master's degree, or equivalent, providing that at least 300 ECTS credits have been successfully completed in both programmes;
- Hold an official, Spanish university degree, or one from the European Higher Education Area, granting access to a Master's pursuant to that established in Article 16 of Royal Decree 1393/2007 of 29 October, and have passed a minimum of 300 ECTS credits including all official university studies, of which at least 60 must have been at a Master's level.
- Hold a degree from a foreign education system that does not need to be validated due to it having previously been approved by the University that it certifies the level equivalent to an official Spanish Master's degree and that, in the issuing country; it grants access to doctoral studies. Admission by this route shall not imply, in any case, that the aforementioned degree has been recognised for any purpose other than undertaking this Ph.D. program.
- Hold an official university degree that has been classified as being equivalent to Level 3 of the QF-EHEA, pursuant to the procedure established in Royal Decree 967/2014, of 21 November.

Completion of a MRes shall be an advantage.

b) Candidates should provide evidence of excellent undergraduate and Master's grades, by submitting their relevant academic transcripts.

c) Certification of a sufficient proficiency in English, equivalent to level C1 ("Effective Operational Proficiency or upper intermediate") in accordance with the Common European Framework of Reference for Languages, particularly in application to the lines of research for this position. The certification may be verified by submitting the documents proving the level required, or through the tests arranged by the University's Institute of Modern Languages.

d) In case Spanish is not candidate's native language, a minimum B2 level of Spanish must be accredited in accordance with the Common European Framework of Reference for Languages, particularly in application to the lines of research for this position. The certification may be verified by submitting the documents proving the level required, or through the tests arranged by the University's Institute of Modern Languages.

2. Formalisation of application and term for submission:

Submission of applications will be done in two stages

In a first stage, candidate must submit to General Registry:

1. Copy of their National Identification, of current residency card or the Foreign Resident's Identification Number (NIE) card or passport.

2. *Curriculum Vitae*.

3. Certified academic transcript, including all academic grades achieved by the applicant and dates thereof. In case of studies completed at the Universidad Pontificia Comillas, an informative note issued by the Registrar of the University shall suffice.

4. A cover letter including the candidate's skills and attitudes, as well as previous experience, achievements and strengths, motivation for the position and future projects along with the line of research in which they wish to develop their academic career.

5. Research proposal that follows the following structure:

- Title of research
- Brief description of research, including details of the management or organisational research problem or gap in the literature that the research will address (maximum 500 words)
- Aims and objectives of the research (maximum 500 words). Research question(s) (maximum 150 words)
- Literature review (maximum 1000 words). Provide a critical analysis of the existing literature and use the literature to justify the need for your proposed research. This may address the following questions: Which literature informs your topic and why? Where specifically are you positioning your proposed research within the field? What are the key sources? What are the key theories, concepts and ideas? What are the major issues and debates about the topic? Broadly, what is the state-of-the-art about the topic? What deficiencies are there in the literature and how might your proposed topic address them.
- Methodology (maximum 240 words). - Briefly the methodological approach and data collection and analysis.
- The potential impact of your research (maximum 800 words). Who would benefit from your research? What are your plans to maximize impact of your work on the stakeholders of your research?

This proposal must be written in English.

6. At least two reference letters from university professors (who are not part of Universidad Pontificia Comillas), or from relevant persons who have had an academic or professional relationship with the applicant. The referees must provide their phone number and email.

The deadline for the submission of applications is 30th April 2019. The resolution shall be notified to the applicants and published as per the provisions of the grant program.

Pre-selected applicants will be invited to a personal or telephone interview with the leadership team of the program.

Those candidates, who have passed the first stage successfully, should officially request admission to the CETIS programme. The award of the fellowship automatically guarantee the admission to the programme. However, the documents required for admission to the CETIS Doctorate programme must be submitted. These documents can be found at <https://web.upcomillas.es/Contenidos/NotaInformativa/PDCTIS>

It is the applicant's responsibility to complete the administrative formalities for obtaining the corresponding visas to join on September 1st 2019

3. Evaluation of applications

Requests shall be evaluated by means of a single procedure, by an Evaluation Committee comprised of the Vice-Dean for Research and Institutional Relations of the School of Economics and Business Administration of Comillas Pontifical University, as well as the members of the Academic Sub-Committee of the CETIS Ph.D.Programme.

The following documents shall be considered for assessing the merits of candidates:

- a) Academic transcripts.
- b) English certificate level, equivalent to level C1 ("Effective Operational Proficiency or upper intermediate") in accordance with the Common European Framework of Reference for Languages, particularly in application to the lines of research for this position. The certification may be verified by submitting the documents proving the level required, or through the tests arranged by the University's Institute of Modern Languages. If Spanish is not the native language of the applicant, Spanish certification of B2 is required.
- c) Academic awards
- d) Supplementary training recognition: other official university degrees, stays at other university centers with collaboration scholarships (Erasmus/Socrates, scholarships ...), accredited knowledge of other languages.
- e) Relevant professional experience.
- f) Attitudinal and motivational profile evaluated by a letter of motivation and interest pursuing doctorate, previous experiences, strengths, achievements and future plans.
- g) Research proposal

For further information, please contact Carmen Valor (cvalor@comillas.edu).

Madrid, 28th February 2019