



**HELLENIC REPUBLIC
MINISTRY OF DEVELOPMENT AND
INVESTMENTS
GENERAL SECRETARIAT FOR RESEARCH AND
INNOVATION**

**Directorate for Research and Technology Bodies'
Supervision**

Department of Planning and Administrative
Supervision for Research and Technology Bodies

Athens, **20-05-2021**

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Postal address : 14-18, Mesogeion Av.
Postal code : 11527
Info : A. Sitareniou
Tel.no. : 2131300241
Email address : a.sitareniou@gsrt.gr

**Call for expression of interest for the position of Director of the Hellenic
Foundation for Research and Innovation (H.F.R.I.)**

The Deputy Minister of Development and Investments, in accordance with applicable legislation, calls for all interested persons who have the formal and substantive qualifications, to express their interest in filling the position of Director of the Hellenic Foundation for Research and Innovation (H.F.R.I.), as follows:

A. Director's Qualifications

The Foundation Director is a scientist of high international standing and expertise, administrative experience and notable research activity. He/she has a broad vision, knowledge and understanding of significant developments in science and research, including interdisciplinary research. He/she is familiar with the procedures and possibilities of research funding in Greece and internationally.

B. Director's Responsibilities

The Director implements the Foundation's strategy, as decided by its Scientific Council. The Director has the following responsibilities:

- a. He/she is head of all the services provided by the Foundation, is responsible for its smooth functioning and is the authorizing officer of all its expenses.
- b. He/she drafts and publishes the Calls for actions financed by the Foundation, in accordance with the annual schedule of actions and the decisions of the Scientific Council.
- c. He/she ensures that the Foundation's budget targets are met.
- d. He/she is entitled to request an extraordinary meeting of the General Assembly and the Scientific Council, always via the President of the relevant governing body and participates in their meetings without voting rights.
- e. He/she prepares the annual report, submits it to the Scientific Council and then to the General Assembly for approval.
- f. He/she seeks new means of funding for the Foundation.

- g. He/she represents the Foundation in trial and non-trial proceedings.
- h. He/she issues the financing decisions of research projects, after the evaluation by the relevant committees.
- i. He/she decides on extraordinary administrative and on-the-spot audits of the actions financed by the Foundation and sets up the relevant administrative and on-the-spot audit bodies.
- j. He/she proposes to the Scientific Council and the General Assembly collaborations and partnerships with public and private sector bodies, domestic and foreign.

C. Offices/capacities incompatible with the position of H.F.R.I. Director

1. The position of H.F.R.I. Director is incompatible with the following offices or capacities:
 - a. Member of the Foundations' General Assembly or Scientific Council.
 - b. Beneficiary of H.F.R.I. funding.
 - c. Member of the Council of Ministers, Deputy Minister, Secretary General or Special Secretary of any Ministry or General Secretariat, Member of Parliament, Regional Governor, Deputy Regional Governor, Mayor, Deputy Mayor, Regional and Municipal Councilor. If the Director is a University Professor or researcher in a research center, his/ her duties are suspended for the entire duration of his/her term of office.
2. The Director should avoid any situation in which a conflict of interest may arise. A conflict of interest may arise when the Director has private or personal interests, which may affect or appear to affect the impartial and objective performance of his/her duties. Private or personal interests are any possible benefits to the Director, his/her family or other relatives by blood or marriage in the first or second line.
3. The Director is prohibited to contract with H.F.R.I. in any way other than for his /her recruitment in the specific position. The Director may not participate in a research team that receives H.F.R.I. funding, nor be an expert or member of an evaluation committee of projects funded by the H.F.R.I.
4. The prohibition of the previous paragraph also applies to the Director's wife, persons related to him/her by civil partnership and his/her relatives by blood and marriage in the first or second line. The prohibition also applies to any contract signed between H.F.R.I. and legal entities whose management is directly or indirectly controlled by the Director. In particular, the Director may not be a member of other boards of directors, manager, partner of personal companies, shareholder or partner of capital companies that have contracted with H.F.R.I., if his/her percentage of participation in the company exceeds three (3 %) percent of the total capital of the company.
5. The occurrence of any of the above incompatible offices or capacities leads to the Director's dismissal and the contract being rendered null and void.
6. The Director is bound by the requirement to maintain confidentiality and professional secrecy.
7. The Director may undertake teaching or research work, provided that it is not related to H.F.R.I. funding, following the decision of the Scientific Council.

D. Selection process

The Director of the Foundation is selected as follows:

- a. The competent Minister issues and publishes an open international call for interest to fill the position of Director at least six (6) months prior to the expiry of the previous term. The call, which is posted on the Foundation's website in both Greek and English, includes a detailed list of formal and substantive qualifications that the Director must have, as well as the method of candidate evaluation, according to the Foundation's Rules of Procedure. The call is published in a daily nationwide newspaper, is posted on

the websites of the Foundation and the General Secretariat for Research and Innovation and is forwarded electronically to the relevant international scientific websites.

b. To evaluate the candidates, a special evaluation committee is set up by decision of the competent Minister, comprising seven (7) scientists with recognized standing, knowledge of the Foundation's research objects and scientific domains, sufficient national and international experience in utilizing the results of research and in managing research entities or research teams. The members of the committee are appointed as follows: five (5) members according to the procedure of paragraph c below and two (2) members according to the procedure of paragraph d below.

c. To set up the special evaluation committee of paragraph b above, the Foundation's Scientific Council proposes to the National Council for Research, Technology and Innovation (N.C.R.T.I.) a list of at least fifteen (15) members, who have the required qualifications, no later than two (2) months after the deadline for submission of applications for the position of Director. The nominated members may also be members of the Foundation's Scientific Council or General Assembly. The N.C.R.T.I. has the right to add more names to this list or to remove names from it. If the period of two (2) months has elapsed without action on the part of the Foundation's Scientific Council, the N.C.R.T.I. proposes all the members of the current paragraph. From the list of members proposed by the N.C.R.T.I., the competent Minister selects and appoints five (5) members and five (5) alternate members.

d. The Scientific Council, within two (2) months from the expiration of the deadline for submission of applications for the position of Director, elects two (2) members and two (2) alternate members to complete the special evaluation committee. These members may also be members of either the Foundation's Scientific Council or General Assembly. If the above period within which the Scientific Council has to appoint the above members has elapsed without action or if the Scientific Council elects less than two (2) members and two (2) alternate members, the N.C.R.T.I. appoints two (2) members and two (2) alternate members or those members who are missing, as per the list mentioned in paragraph c above.

e. The members of the special evaluation committee are not allowed to be candidates for the position that has been announced. The special evaluation committee evaluates the candidates with a reasoned justification and submits to the competent Minister a list of the candidates in the order of their evaluation. For the evaluation of the candidates, the committee takes into consideration the former Director's opinion which is expressed before the committee. In the event that the former Director is re-applying for the position, his/her opinion shall not be required. The aforementioned opinion is expressed, as per the provisions in the Foundation's Rules of Procedure.

f. It is mandatory for the competent Minister to appoint the first candidate in the evaluation list, by a decision published in the Government Gazette. Should the first in line candidate refuse the appointment, the competent Minister appoints the second in line, followed by the third in line. The Director signs a fixed-term contract or, if he/she is a civil servant, is delegated with the position's duties.

The competent Minister may dismiss, by his decision, the Foundation's Director, for reasons of inability or inadequacy in the performance of his/her duties after a relevant recommendation by the Scientific Council or a proposal by six (6) of its members.

The H.F.R.I. Director must have the following required qualifications on the date of submission of his / her candidacy:

1. Degree or diploma from a Greek Higher Education Institution (HEI) or an equivalent foreign degree recognized by the Hellenic National Recognition and Information Center (Hellenic N.A.R.I.C.). In case the recognition certificate has not been issued, the relevant application is submitted. The issue of the recognition certificate is a condition for the candidate's recruitment.
2. Doctorate from a Greek Higher Education Institution (HEI) or an equivalent foreign degree recognized by the Hellenic National Recognition and Information Center (Hellenic N.A.R.I.C.). In case the recognition certificate has not been issued, the relevant application is submitted. The issue of the recognition certificate is a condition for the candidate's recruitment.
3. Publications, in monographs or original publications in scientific journals of international prestige and / or international conferences.
4. Successful participation (design and implementation) in research projects in Greece or abroad, in any capacity.
5. Knowledge of the Greek language.
6. Fulfilled military service obligation or legal exemption from it (for Greek male candidates).
7. Not to have completed the 63rd year of age.
8. Not to have been convicted of a felony with any sentence for theft, misappropriation, fraud, extortion, forgery, breach of legal trust, bribery, oppression, breach of duty, repeated defamation, as well as for any sexual offences. Not to have been committed by a final court decision for a felony or misdemeanor with regard to the aforementioned crimes, even if the offense has lapsed. Not to have been deprived of his political rights due to a conviction. Not to have been deprived of legal aid (full or partial) and/or not to be under auxiliary judicial support (full or partial).

The following will be taken into account:

- Knowledge of the English language.
- Recommendations in support of the candidacy by Universities and Research Centers of article 13a of Law 4310/2014 which are represented in the H.F.R.I. General Assembly. A recommendation may be submitted by the University Senate or the General Assembly of the Universities' Departments or the Board of Directors of the Research Centers or the Scientific Councils of the Research Centers' Institutes that are represented in the H.F.R.I. General Assembly. The recommendation supporting the candidacy may also be submitted by the members of the National Council for Research, Technology and Innovation (N.C.R.T.I.). The recommendation to support the candidacy must be justified.

Registered offices

H.F.R.I. offices are located in Athens (185 Syggrou Ave. & Sardeon St. 2, 17121, Nea Smyrni).

Type and duration of employment

The Foundation's Director is employed full-time and exclusively for a four-year office term, renewable once.

Remuneration

The Director's remuneration is determined in accordance with No. 218850/ C2 /12.12.2017 Joint Decision of the Deputy Minister of Finance and the Deputy Minister of Education, Research and Religious Affairs (G.G. YODD 685/19-12-2017) and will be financed by the H.F.R.I. budget.

Required supporting documents

1. Duly completed and signed application form (*attached doc.*).
2. Detailed CV.
3. Photocopies of all diplomas and, in case of foreign diplomas, their official translations into Greek as well as the recognition certificate by the Hellenic N.A.R.I.C. In case the recognition certificate has not been issued, the relevant application is submitted. The issue of the recognition certificate is a condition for the candidate's recruitment.
4. Photocopies of foreign language diplomas.
5. All documents and other information documenting the successful participation of the candidate in research projects in Greece or abroad, in any capacity, as well as his / her possible experience in designing and drafting calls for research financing actions or / and in the evaluation of research project proposals (for example: work or employment contracts, decisions of his/her appointment as an evaluator, certificates of participation in a research project / evaluation process / process of announcing a funding action, deliverable or deliverables of the research project / research projects, etc.).
6. Formal declaration whereby the candidate will confirm: a) the accuracy of all the data and documents submitted with his candidacy, b) the fulfillment of military service obligation or the legal exemption from it (for Greek male candidates), and c) that he/she has not been convicted of a felony with any sentence for theft, embezzlement, fraud, extortion, forgery, breach of legal trust, bribery, oppression, breach of duty, repeated defamation, as well as for any sexual crime. Not to have been committed by a final court decision for a felony or misdemeanor with regard to the aforementioned crimes, even if the offense has lapsed. Not to have been deprived of his/her political rights due to a conviction. Not to have been deprived of legal aid (full or partial) and/or not to be under auxiliary judicial support (full or partial).

Formal declarations can now be issued electronically via the digital electronic services on <https://www.gov.gr/>.

Optional Supporting Documents

Letters of recommendation, if any, and any other document that the candidate wishes to provide to support the information mentioned in his/her CV and in general to support his/her candidacy.

Submission of applications - Deadline for submission

Candidates are invited to submit their signed application together with the above supporting documents in separate .pdf files, **exclusively via e-mail, to a.sitareniou@gsrt.gr, until Wednesday, June 30th 2021 (23:59:59).**

The application is considered a formal declaration as per Law 1599/1986 (G.G. A 75) and is subject to appropriate penalties, should any of the declared data be found to be inaccurate or false.

Candidates' Evaluation

1. From the applications submitted timely and deemed admissible according to the above requirements, the one that is considered most suitable based on the qualifications described herein is selected.

2. Applications submitted by e-mail by the date and time specified above shall be considered timely.

Nominations, which are not accompanied by any of the above (nos. 1-6) Required Supporting Documents and with the above mentioned content, are rejected and not evaluated.

Applications that do not meet the required qualifications are rejected and not evaluated.

All candidates will be notified by email of the receipt of their application.

3. The evaluation of the candidacies will be carried out according to par. 3 of article 9 of Law 4429/2016, as amended by par. 6 of article 228 of Law 4796/2021 and consists in the evaluation of the candidate's C.V. and other supporting documents and in a personal interview.

4. Candidates who meet the required qualifications and their application is accompanied by all necessary supporting documents will be invited for a personal interview at a date, time and place that will be communicated to them by e-mail.

5. The selected candidate will be notified of the initial acceptance of his / her candidacy and will be asked to document his/her qualifications by submitting the original supporting documents (or certified copies thereof) for the completion of the recruitment process, together with a recently certified photocopy of both sides of their Greek identity Card [issued up to three (3) months ago].

6. In case the supporting documents submitted for the recruitment do not agree with the supporting documents and other information stated upon submission of the candidacy, the candidate will be rejected and will not be recruited.

7. The candidate who does not attend the personal interview is rejected.

8. The announcement of the results will be posted on the website of H.F.R.I. and the General Secretariat for Research and Innovation, as well as on the website "DIAVGEIA".

9. H.F.R.I. and the General Secretariat for Research and Innovation commit to not use the personal data submitted for any other use other than this invitation, nor to assign it to any third parties.

10. Justified objections against the results of the evaluation process are submitted in person at the headquarters of the General Secretariat for Research and Innovation (14-18, Mesogeion Av., 11527, Athens) within an exclusive period of five (5) working days from the day following the posting of the results on the websites of H.F.R.I. and the General Secretariat for Research and Innovation. Candidates are entitled to have access to the details of their individual application file and the evaluation and grading sheets of the other candidates upon written request.

**The Deputy Minister of Development and
Investments**

Christos Dimas

