

"Open, transparent and merit-based" recruitment policy for researchers at Ecole Centrale de Lyon (OTM-R)

Preamble

In 2007, Centrale Lyon committed itself to a progressive approach to the recruitment, career and mobility of researchers, by signing the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers.

In July 2020, Centrale Lyon was awarded the [HRS4R](#) label for its human resources strategy for researchers. This label will enable it to extend its visibility at the European and international levels, increase the Centrale Lyon's attractiveness and pursue its activity in the European research framework programme.

In order to go further, the institution's practices have had to evolve in order to come as close as possible to the recommendations set out in the [code of conduct for the recruitment of researchers](#). The implementation of an **Open, Transparent and Merit-based Recruitment** (OTM-R) policy is a key action for improving internal practices.

Thus, as part of its continuous improvement approach to its HRS4R strategy, Centrale Lyon has defined its researcher recruitment policy described below, which is openly published on its website. This recruitment policy only concerns researchers who are directly paid by Centrale Lyon.

Throughout this document, reference will be made to the researcher, the candidate, etc. These terms are to be considered beyond gender and are to be used in both the feminine and masculine genders.

OTM recruitment process

The OTM recruitment of researchers at Ecole Centrale de Lyon is defined by a process based on 6 actions:

- **Initiation of the process:** definition of the job profile, selection criteria, timetable and composition of the recruitment committee,
- **Advertising the position:** drafting and publishing the job offer in French and English on national and international websites, including [Euraxess jobs](#),
- **Registration of applications** via a dedicated website,
- **Selection of candidates** in two stages (study of the written file and then interview of the pre-selected candidates),
- **Ranking of candidates** by the recruitment committee,
- **Recruitment** of the candidate ranked in 1st position.

The **OTM quality of the recruitment** is controlled at each stage according to the following criteria:

Openness: advertising of the job vacancy nationally and internationally, the publication is kept online for at least 3 weeks, possibility for each candidate to apply in French or English,

Transparency: the job profile and selection criteria are defined collectively and published in the job advertisement, candidates are informed at each stage of the progress of their application, the choices made by the recruitment committee at each stage of selection are recorded in an ad hoc software and are auditable,

Merit-based: consideration of professional and extra-professional experience in the selection criteria, mixed recruitment committee...

In addition, a "guide to the recruitment of contract research staff at Centrale Lyon" has been published and distributed to all stakeholders involved in recruitment (HR staff, researchers, members of recruitment committees, etc.).

Application of the recruitment process according to the type of position

Ecole Centrale Lyon recruits researchers with different statuses but, while the recruitment process remains identical in all cases, the tools used differ.

The researchers recruited have either civil servant status or contractual status. For each of these statuses, there are profiles of teacher-researchers who have a dual teaching and research activity (university professor, lecturer, ATER, associate teacher), and profiles of researchers who have a single research activity. General information on public employment is available on the dedicated website [Place emploi public](#).

Recruitment of civil servant researchers

Teachers-researchers (university professors, lecturers)

The recruitment of these teacher-researchers is carried out by a competitive examination, a transfer or a secondment, according to the process defined by the Ministry of Higher Education and Research (MESR): [Galaxie](#).

Researchers (research engineers - ITRF)

These staff are also recruited by a competitive examination, a transfer or a secondment, according to a process similar to that of teacher-researchers, within the framework of an annual MESR employment campaign: [ITRF](#).

Recruitment of contract researchers

Teacher-researchers (ATER, associate teachers)

ATERS, temporary teaching and research assistants, are recruited through an OTM process on the [ALTAIR](#) application.

Associate teachers-researchers must have professional experience (apart from teaching) in the field of the speciality covered by the position. They are recruited according to the criteria defined by the MESR: [Associate teachers](#).

Early career researchers - PhD students

Doctoral students are students enrolled in a thesis, who follow training in and through research. The terms of their recruitment are defined by the doctoral school to which they apply, according to the rules specified by the MESR: [Doctorate](#).

Confirmed researchers (post-doctoral fellows / research engineers)

Confirmed researchers (post-doctoral students or contract research engineers) are recruited according to the process described in this document. They apply for the position they are interested in via the [Centrale Lyon career site](#).

Derogation from the recruitment of contract researchers

Aware that research laboratories must be able to recruit contract researchers in an efficient manner, Centrale Lyon accepts to derogate exceptionally from this OTM-R process, under the strict condition that the derogation process is transparent and justified on a documented basis. There can be no deviation from the principles of suitability of the candidate for the position, nor from the merits of the candidate for the position. Any request for derogation will be examined by the Director of Research.