



MINISTÉRIO DA EDUCAÇÃO  
UNIVERSIDADE FEDERAL DE JUIZ DE FORA  
PRÓ-REITORIA DE GESTÃO DE PESSOAS

**PUBLIC NOTICE Nº 39, OCTOBER 25, 2018  
COMPLEMENTARY PUBLIC NOTICE TO THE NOTICE Nº 37/2018-  
PROGEPE**

The Provost Office of Human Resources of the Federal University of Juiz de Fora (UFJF), in exercise of its duties and powers delegated to it in accordance with the Ordinance nº 01, of 02/01/2017, in compliance with Decree nº 9.508 / 2018 and with the deliberations and decisions made in a meeting held with Coordinators of Graduate Programs, Directors of Academic Units, representatives of the Provost Office of Human Resources and representatives of the Board of Affirmative Actions, held on 23/10/2018, publicizes the Complementary Public Notice to the Notice nº 37/2018-PROGEPE, aiming to establish the percentage of immediate reservation of seats for persons with disabilities, as well as the selection(s) in which this immediate reservation will be made, in accordance with item 1.11 of the Public Notice nº 37/2018-PROGEPE, intended for the temporary hiring of Visiting Professors for Juiz de Fora Campus of UFJF.

**1** The reservation of seats referred to in this Complementary Public Notice shall comply with the provisions of Notice Nº 37/2018-PROGEPE, especially those in item 1.11.

**2** The existence of an immediate reservation of seat(s) for persons with disabilities, contained in this Complementary Notice, does not exclude the application of other candidates for the respective selection(s).

**3** The inexistence of stipulation of an immediate reservation of seat(s) for persons with disabilities, contained in this Complementary Notice, does not exclude the application of candidates with disabilities for the respective selection(s).

**4** A percentage of 5% (five per cent) of the total number of seats established in the Appendix to the Notice Nº 37/2018-PROGEPE will be reserved for persons with disabilities.

**4.1** If the application of the percentage provided in item 4 of this Complementary Notice results in a fractionated number, the number of the immediate reserve of seats for persons with disabilities will be increased to the first subsequent whole number in the case of a fraction equal to or greater than 0,5 (five tenths).

**5** One seat of the 10 (ten) seats provided in the Appendix to the Notice Nº 37/2018-PROGEPE is immediately reserved for persons with disabilities.

**6** In compliance with item 1.11.3.1.1 of the Notice N° 37/2018-PROGEPE, the choice of the selections in which the immediate reservation of seats for persons with disabilities will take place was made by drawing of lots, in a session held in the presence of Coordinators of Graduate Programs, Directors of Academic Units, representatives of the Provost Office of Human Resources and representatives of the Board of Affirmative Actions of the Federal University of Juiz de Fora.

**6.1** It is established that **the Selection n° 42 of the Department of Administrative Sciences, Faculty of Administration and Accounting Sciences, UFJF, Graduate Program in Administration, case n° 23071.017980 / 2018-89, established in the Appendix to the Public Notice 37/2018-PROGEPE, will immediately offer 1 (one) seat for a disabled person.**

**7** The recruitment requests for the occupation of vacancies that may arise during the effective period of the selections established in Notice n° 37/2018-PROGEPE shall comply with the criteria of proportionality and alternance, and the convocation of persons with disabilities shall occur, if they are approved, in the 30th (thirtieth) and 50th (fiftieth) positions.

**8** The elimination, withdrawal or any other impediment of a candidate summoned to the reserved seat(s), both for the immediately reserved seat provided in item 6.1 of this Complementary Notice and for the seat(s) that may arise due to hiring requests during the effective period of the selection(s), established in item 7 of this Complementary Notice, will implicate in its replacement by the next disabled candidate approved in the respective selection, if any.

**9** The omitted cases will be referred for consideration and decision to the Provost of Human Resources of the UFJF.

**10** The provisions herein are part of Notice n° 37/2018-PROGEPE.

**Kátia Maria Silva de Oliveira e Castro**  
Provost of Human Resources at UFJF