

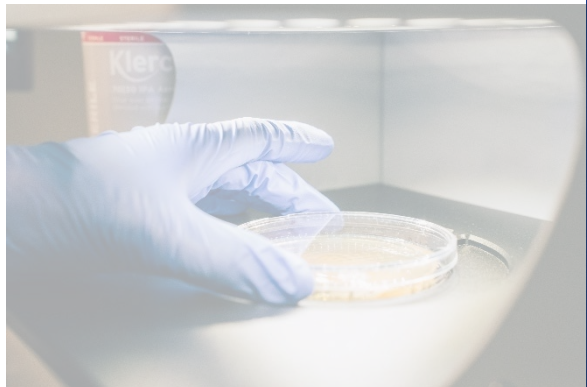


AP-HP

EUROPEAN HR EXCELLENCE IN RESEARCH LABELLING >>



HR Excellence in Research
Assistance Publique – Hôpitaux de Paris
Direction de la Recherche Clinique et de l'Innovation



2026

AP-HP'S OPEN, TRANSPARENT AND MERIT-BASED RECRUITMENT POLICY

Preamble

Assistance Publique – Hôpitaux de Paris (AP-HP), the leading university hospital in Europe and a centre of research excellence, is committed to the **HR Excellence in Research labelling strategy aimed at the continuous improvement of researchers' working conditions, recruitment and career development.**

By complying with the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, **AP-HP makes open, transparent and merit-based recruitment (OTM-R) a pillar of its human resources policy dedicated to research.** This policy sets out its principles and commitments. It applies to the recruitment of all AP-HP researchers falling within the scope of the HR Excellence in Research framework, whatever their status and type of contract:

- hospital-university medical staff (MCU-PH, PU-PH, etc.) and hospital medical staff (all statuses);
- non-medical and allied-health researchers who are co-authors and hold a doctorate;
- non-medical and allied-health researchers carrying out supervised research

AN OPEN AND TRANSPARENT RECRUITMENT PROCESS

AP-HP seeks the widest possible distribution of its vacancies, both internally and externally, in France and internationally, in order to facilitate access to them without distinction. To this end:

- AP-HP's recruitment and mobility portal brings together, in a single place, all the job vacancies available within AP-HP's 38 hospitals and 800 departments. Accessible online, it allows candidates to find the vacancies matching their profile and to apply easily;
- vacant positions are published and managed using the institutional recruitment tool (Talentsoft), which centralises applications and enables the multi-channel distribution of advertisements;
- research vacancies are intended to be published on the European EURAXESS portal in order to reach a broader, international audience;
- the recruitment of hospital-university medical staff and hospital practitioners forms part of the national procedures (competitive examinations, bodies and timetables led in particular by the Centre National de Gestion (CNG) and the universities);

To ensure the consistency and clarity of advertisements, AP-HP uses standard templates for job descriptions and job advertisements specifying the job title and duties, the profile and skills expected, the working conditions, the remuneration according to the applicable pay scale, the application arrangements and timetable, as well as the relevant contacts.

Furthermore, the conditions for a clear and transparent recruitment process are guaranteed by the formalisation of the selection criteria, stages, assessment methods, timetable and avenues of appeal. These elements are set out in internal guides – in

particular the management guide for contractual staff and the recruitment guides – designed to secure and harmonise the procedures. In addition, AP-HP offers a training programme for recruiting managers covering the use of the tools deployed within the institution (managing job applications; the tool for digitising recruitment files; the tool for managing recruitment requests ; LinkedIn tutorials for recruiting; tutorials on using AP-HP's institutional recruitment tool); training in conducting a recruitment interview; the creation of attractive job advertisements; and modules on cognitive bias.

A MERIT-BASED RECRUITMENT PROCESS

Selection is based on formalised and, as far as possible, harmonised assessment criteria, focused on candidates' skills, experience and potential. These criteria are reflected in particular in assessment grids that support decision-making by the recruiting departments.

The assessment values the quality and diversity of the career path rather than quantitative indicators alone. Bibliometric indicators (including SIGAPS) provide support for the experts without replacing a qualitative appraisal. This approach is part of the CoARA (Coalition for Advancing Research Assessment) initiative undertaken by AP-HP, which aims for a more qualitative and better-adapted assessment of research.

The process takes into account all the experience acquired: teaching, supervision and mentoring activities, responsibility for teams or projects, knowledge transfer and science mediation. Mobility (geographical, intersectoral, interdisciplinary) is recognised and valued, and lifelong career training is incorporated into the assessment.

A NON-DISCRIMINATORY AND INCLUSIVE RECRUITMENT PROCESS

In accordance with the principles of equality, diversity and inclusion, AP-HP guarantees that every application is assessed on the basis of skills, experience and professional aptitudes, without discrimination (gender, age, origin, state of health, disability, social situation, etc.).

- Particular attention is paid to equality between women and men, in line with AP-HP's professional equality plan, including in the balanced composition of selection committees.
- Disability is taken into account through the agreement for the employment of workers with disabilities (OETH).

AP-HP ensures the effective inclusion of non-medical and allied-health staff in its recruitment and research support schemes.

MOBILITY, PROFESSIONAL DEVELOPMENT AND RECOGNITION

AP-HP values mobility in all its forms and recognises skills acquired outside the hospital or academic setting. In this context, the institution funds, for example, international mobility schemes for medical professionals. It undertakes to offer an environment conducive to professional development: access to continuing training, career-path support, consideration of work-life balance, and recognition of research support staff.