



# UNIVERSITÀ DEGLI STUDI DELL'AQUILA

AREA GESTIONE DELLE RISORSE UMANE  
SETTORE CONCORSI E SELEZIONI

**D.R. Rep. n. 1093 – 2019 - Prot. n. 56757 del 15.10.2019 - Allegati: 0**  
**Anno 2019 - tit. VII cl. 1 fasc. 52**

THE RECTOR

**Having regard** to Italian Law 168, 9 May 1989 establishing the Ministry of Higher Education, Scientific Research and Technology;

**Having regard** to Italian Law n. 240, 30 December 2010, “Norms regarding the organization of Universities, academic personnel and recruitment, as well as mandating the Government to provide incentives for quality and efficiency of the University system”, and in particular Art. 15, 16, 18, paragraphs 1 and 4, and Art. 29, paragraphs 4 and 8;

**Having regard** to Italian Law n. 241, 7 August 1990, as amended and supplemented, concerning administrative procedures and the right to access administrative documents;

**Having regard** to Italian Law n. 311, 30 December 2004, and in particular Art. 1, paragraph 105 concerning the 3-year Staffing Plan Needs;

**Having regard** to Italian Law n. 106, 15 April, 2004 and Presidential Decree n. 252, 3 May 2006, containing norms relating to depositing documents of cultural interest for public use;

**Having regard** to Law n. 183, 12 November 2011 (*Legge di Stabilità 2012*) and in particular Art. 15 regarding certifications and declarations;

**Having regard** to Law n. 232, 11 December 2016 (*Legge di Stabilità 2017*);

**Having regard** to Law n. 205, 27 December 2017 (*Legge di Stabilità 2018*);

**Having regard** to Law n. 145, 30 December 2018 concerning the “Estimated budget for the financial year 2019 and the multiannual budget for the three-year period 2019-2021;

**Having regard** to Presidential Decree 445, 28 December 2000, as amended and supplemented, containing regulations concerning administrative documentation (*Testo Unico*);

**Having regard** to Leg. Decree 196, 30 June 2003 and UE Regulation n. 679/2016 regarding personal data protection;

**Having regard** to Leg. Decree n. 82, 7 March 2005 “Digital Administration Code”, as amended and supplemented;

**Having regard** to Leg. Decree n. 198, 11 April 2006, “Equal Opportunities for Men and Women”;

**Having regard** to Leg. Decree n. 49, 29 March 2012 for disciplining the programming, monitoring and assessment of budget management and recruiting policies adopted by universities;

**Having regard** to Leg. Decree n. 33, 14 March 2013, “Restructuring the sphere of advertising, transparency and dissemination of information by Public Administrations”, as amended and supplemented;

**Having regard** to Ministerial Decree n. 344, 4 August 2011 containing norms regarding the assessment of fixed term University Researchers possessing the National Scientific Qualification for the call for the position of Second Tier Professor;

**Having regard** to Ministerial Decree n. 159, 12 June 2012, redetermining macro-sectors and competition sectors;

**Having regard** to Ministerial Decree n. 855, 30 October 2015, redetermining macro-sectors and competition sectors;

**Having regard** to Ministerial Decree n. 662, 1<sup>st</sup> September 2016 concerning the “Equivalency List of Italian and Foreign Academic Positions”;

**Having regard** to the Statute of the University of L'Aquila, established by the Rector's Decree n. 36-2017, 20 February 2017, entered into force as of 9 March, 2017;

**Having regard** to the University of L'Aquila's Code of Ethics established by the Rector's Decree n. 1154-2011, 29 July 2011;



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**Having regard** to the University of L'Aquila's Code of Behaviour established by the Rector's Decree n. 210-2014, 3 March 2014;

**Having regard** to Leg. Decree n. 5, 09 February 2012 converted into Law n. 35, 04 April 2012, "Urgent Dispositions as to Simplification and Development";

**Having regard** to Italian Law n. 190, 6 November 2012, as amended and supplemented, "Resolutions for Prevention and Suppression of Corruption and Lawlessness in the Public Administration";

**Having regard** to the University of L'Aquila's "Regulations concerning First and Second Tier Professor appointment" established by the Rector's Decree n. 616, April 5, 2012 as modified by the Rector's Decree n. 570, July 1<sup>st</sup>, 2014, by the Rector's Decree n. 1489-2015 October 29, 2015, by Rector's Decree n. 914-2017 December 19, 2017, and lastly by Rector's Decree n. 259-2019 April 1<sup>st</sup>, 2019;

**Having regard** to the University's Regulations as to assignation of teaching duties to professors and researchers established by Rector's Decree n. 915-2017, 19 December 2017;

**Having regard** to the resolution n. 126/2018 issued by the Board of Directors on April 18<sup>th</sup>, 2018, concerning the appointment schedule of Professors and Researchers;

**Having regard** to the resolutions by the University Academic Bodies concerning staff planning and distribution of resources for recruiting First and Second Tier Professors and Researchers;

**Having regard** to the resolution by the Department of Industrial and Information Engineering and Economics n. 72/2019 dated April 17<sup>th</sup>, 2019 - forwarded with note Prot. n. 1528 dated April 19<sup>th</sup>, 2019 and received the same date with Prot. n. 17061 - concerning the request of a selection procedure to appoint n. 1 position of First Tier Professor in compliance with Art. 18, Par. 1 of Italian Law 240/2010, December 30, 2010 for the Academic Recruitment Field 09/C2 – Thermal Sciences, Energy Technology, Building Physics and Nuclear Engineering - Academic Disciplines ING-IND/10– Thermal Engineering and Industrial Energy Systems and ING-IND-11 Building Physics and Building Energy Systems;

**Having regard** to the resolution n. 120/2019 issued by the Board of Directors on April 30<sup>th</sup>, 2019, after having verified that the funds to cover the position are available, authorizing the above mentioned public selection procedure for which the expense will be covered by the ordinary resources allocated by MIUR to the University;

## DECREES THE FOLLOWING:

### Art. 1 – Public Selection

**1.** A public selection procedure is being held at the University of L'Aquila to appoint **n. 1 First Tier Professor** in compliance with Art. 18, Par. 1 of Italian Law 240/2010, December 30, 2010 and related University Regulations, specified as follows:

**Macro-sector: 09/C – Energy, Thermomechanical and Nuclear Engineering**

**Academic Recruitment Field : 09/C2 – Thermal Sciences, Energy Technology, Building Physics and Nuclear Engineering**

**Academic Disciplines : ING-IND/10– Thermal Engineering and Industrial Energy Systems and ING-IND-11 Building Physics and Building Energy Systems**

**Place of work: Department of Industrial and Information Engineering and Economics**

**Specific activities:** in compliance with the regulations in force, the professor is expected to carry out the following teaching and research activities:



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**Teaching Activities:** the professor shall teach subjects related to the academic discipline ING-IND/10 or ING-IND/11. Teaching activities shall consist of lectures, exercises, seminars, organization of master courses, participation in examination committees, tutoring activities for the students and support in thesis and Ph.D. dissertation work.

**Scientific Activities:** The selected candidate shall develop research activities in the field of Thermal Sciences, Energy Technology, Building Physics and Nuclear Engineering as well as collaborations with local, national and international research centres.

**Institutional activities:** As for the “third mission” activities, the selected candidate shall establish and strengthen strategic collaborations among the university, the world of enterprises, social organizations, public institutions and the territory.

**Maximum number of publications:** 22 (twenty-two)

**Foreign language requisite:** Not required

**Teaching test:** Not required

**Assessment criteria:** to assess the candidates the Examining Board shall consider the following criteria and parameters:

1. Scientific publications, CV and teaching activities shall be considered in assessing the candidates.
2. The Examining Board shall assess the candidate's scientific maturity in terms of quality and originality of his/her researches acknowledged in the international research community. Proven ability to coordinate or manage a research group, to attract competitive funding as a local coordinator will also be considered.
3. The Examining Board shall consider the following criteria in assessing the publications:
  - A. consistency with the subjects included in the academic disciplines or with related interdisciplinary subjects;
  - B. individual contribution in co-authored publications;
  - C. original and innovative scientific production as well as rigorous methodology, assessed within the international research context;
  - D. relevance of editorial classification of the publications, according to publishers, or series, or renowned national or international journals which make use of transparent assessment procedures of the quality of the work to be published according to a peer-reviewed system.
4. The Examining Board, in assessing the scientific publications, shall consider the following parameters:
  - A. Number and type of publications submitted and their temporal continuity;
  - B. Relevance of publications within the Academic Recruitment Field considering the academic age.
5. The Examining Board will assess the candidate's qualifications with due regard to the following parameters related to the Academic Recruitment Field object of the selection procedure:
  - A. relevance of the candidate's overall scientific production, assessed also by means of internationally acknowledged bibliometric parameters;
  - B. participation in national and international scientific research projects funded by peer review-based competitive calls;
  - C. participation in the scientific committees of highly regarded journals, series, encyclopaedias and treatises;



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- D. Teaching positions or fellowships held in highly ranked foreign universities and/or research institutions;
- E. Co-operation with highly ranked foreign research bodies or institutions;
- F. prizes and awards received for his/her scientific activity;
- G. other qualifications, determined by the Examining Board, which contribute to a better assessment of the candidate's scientific profile.

2. For the Academic Recruitment Field declaration regarding this selection announcement reference has to be made to Ministerial Decree n. 159, June 12<sup>th</sup>, 2012 and to Ministerial Decree n. 855 October 30<sup>th</sup>, 2015.

## Art. 2 - Admission Requisites and cause for exclusion

### 1. The selection procedure is open to:

- a) Candidates who have obtained National Scientific Qualification, in compliance with Art. 16 of Italian Law no. 240/2010, 30 December 2010, for the indicated Academic Recruitment Field OR for one of the Academic Recruitment Fields included in the same macro-sector, and for the functions specified in the selection procedure, or for higher functions, as long as such higher functions have not already been officially conferred to the candidate;
- b) Candidates who have obtained the required scientific qualification in compliance with Italian Law n. 210/1998, 3<sup>rd</sup> July 1998, for the tier for which the present selection procedure is being held, limited to the period of validity of the qualification obtained;
- c) Professors not employed within the University of L'Aquila who are already working elsewhere within a tier for which the present selection procedure is being held;
- d) Candidates working abroad carrying out university research or teaching activities with positions corresponding to those specified in this selection announcement, based on the equivalency lists drawn up by the competent Ministry and attached to Italian Ministerial Decree no. 662, 1<sup>st</sup> September, 2016.

Admission requisites must be held by applicants within the deadline for application submission.

### 2. The following categories may not participate in this public selection procedure:

- a) Individuals not entitled to exercise civil and political rights;
- b) Individuals who have been dismissed or relieved from office with a Public Administration;
- c) Individuals who have been dismissed from a civil service job as provided in Art. 127, Letter d) of Presidential Decree No. 3, January 10, 1957;
- d) Individuals who are married, or under condition of civil partnership or common-law marriage pursuant to Italian Law n. 76, 20 May 2016, or related, up to the fourth degree, to professors belonging to the recruiting Department including the Rector, General Director, any member of the Board of Directors.

3. Candidates are granted provisional admission, as the University Administration reserves the right to exclude him/her for just cause at any time until the end of the procedure; in this case a decree shall be issued by the Rector and the excluded candidate shall be notified by the Administration.

## Art. 3 - Application Submission Procedure and Deadline

- 1. To participate in the selection, candidates must submit their application within 30 days from the day following publication of the announcement in the Gazzetta Ufficiale della Repubblica Italiana – 4<sup>o</sup> Serie speciale – Concorsi ed Esami. The publication of the selection announcement is also posted in the University, Ministry and EU websites. The full version of this selection procedure will be published on the University's Albo



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Ufficiale (<http://www.univaq.it/section.php?id=1391>) and on the University's website (<http://www.univaq.it/section.php?id=1532>).

2. The application for the selection procedure as well as qualifications, documents and publications are to be submitted telematically, on pain of exclusion, using the computer application available at <https://pica.cineca.it/univaq>. The computer application necessarily requires that the candidate has an e-mail account in order to register. Candidates must enter all data required to fill in application and attach all documents in .pdf format. The application form must be filled in all its parts according to the instructions given by the telematic procedure. **No other ways of presenting applications or documents for the procedure are allowed, except for the case described in Art. 5, paragraph 2 of this announcement.**

Within the deadline for application the system allows to save a draft of the application. The date of telematic submission of the application will be certified by a receipt sent automatically by the system. **After the deadline for submission the system will no longer allow to access and send the electronic form.**

An identification number shall be assigned to each application which, along with the selection procedure code indicated in the computer application, shall be quoted in any further notice.

For technical problems candidates may contact technical support at: [univaq@ Cineca.it](mailto:univaq@ Cineca.it).

The application submission shall be perfected and concluded in the following ways:

- **By digital signature** using smart card, USB token or remote signature which allow the owner to sign general documents by means of a signature software or a Remote Signature web portal made available by the Auditor. Those who have a Digital Signature smart card or USB token shall verify that they are compatible with the Digital Signature system integrated in the system server. If so, the owner may sign the application directly in the system server (e.g. ConFirma);
- **Those who do not have compatible digital signature devices and the Remote Digital Signature Owners** who may access a web portal for signing general documents shall save in their own PC the .pdf file generated by the system and, without modifying it, digitally sign it in CAdES format. A .p7m file will be generated, which shall be saved again in the system. Any editing to the file before signing with the Digital Signature shall interfere with the automatic check of correspondence between the content of such a document and the original, and this will bring to the application exclusion;
- **If none of the above-mentioned options can be used** candidates shall save in their own PC the .pdf file generated by the system and, without modifying it, print and sign it with full original signature in the last page of the printed document. A scanned .pdf copy of such a document shall be produced and the file thus obtained shall be loaded in the system.

3. In his/her application the candidate is required to declare the following:
  - 1) Surname and name;
  - 2) Date and place of birth;
  - 3) Fiscal code (Italian and foreign citizens to which a fiscal code (codice fiscale) has been issued by competent authorities);
  - 4) Residency and domicile;
  - 5) Citizenship;
  - 6) That he/she has the following requisites for participation as indicated in Art. 2 of this announcement;



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- 7) That he/she is in possession of his/her civil and political rights, the electoral college they are registered in (municipality) and any reasons for lack of registration or deletion;
- 8) Their current situation with regard to military service;
- 9) That they have not been convicted of a crime nor are they aware of being subject to criminal proceedings or of any pending criminal proceedings against them;
- 10) That they have not been dismissed or relieved from office with a Public Administration for consistently poor performance, or that they have not been dismissed from a civil service job as provided in Art. 127, Letter d) of D.P.R. January 10 1957, n. 3;
- 11) That they are not married, or under condition of civil partnership or common-law marriage pursuant to Italian Law n. 76, 20 May 2016, or related, up to the fourth degree, to professors belonging to the recruiting Department including the Rector, General Director, any member of the Board of Trustees;
- 12) **if not an Italian citizen**, that he/she has an adequate knowledge of the Italian language;
- 13) that he/she is aware that the Examining Board shall be nominated by Rector's Decree published on the University's Albo Ufficiale and posted on the relevant page of the university website;
- 14) that he/she is aware that a list of candidates admitted to the selection procedure is published on the University's Albo Ufficiale and posted on the relevant page of the University website, in all effects representing official notice to the candidates participating;
- 15) that he/she is aware that the assessment procedure adopted by the Examining Board in the first session and the interview dates are published for at least seven days on the University's Albo Ufficiale and posted on the relevant page of the university website, in all effects representing official notice to the candidates participating;
- 16) that he/she is aware that all documents related to the selection procedure together with decree of approval are published on the University's Albo Ufficiale and posted on the relevant page of the university website, in all effects representing official notice to the candidates participating.
4. In their applications, candidates must include their selected mailing address for notifications, a telephone number, a mobile number and an e-mail address. Any changes in the above information must immediately be notified to the Settore Concorsi e Selezioni – Palazzo Camponeschi – Piazza Santa Margherita 2 – 67100 L'Aquila, e-mail: conc@strutture.univaq.it.
5. In compliance with Law 104/1992, candidates with disabilities must apply for any necessary aid.
6. All declarations made by candidates are to be considered in compliance with Presidential Decree n. 445, 28 December 2000 published in the Ordinary Supplement of the Gazzetta Ufficiale n. 42, on 20 February 2001, as amended and supplemented.
7. The Administration shall carry out a verification process on the contents of declarations, any false declarations shall lead to the candidate losing any benefits obtained thanks to said declarations and are subject to related laws.
8. The University Administration declines all responsibility for un-received notifications due to the candidate's failure in providing a correct address or not notifying the University in due time of any change in the address given in the application or for any postal or telegraphic services, misdeliveries, or due to third parties, unforeseeable events or force majeure.



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**9. Candidates shall not be able to modify their applications after the indicated deadline.**

## **Art. 4 – Required Application Attachments**

1. Candidates must also attach the following to their applications:

- a) A photocopy of a valid identity document;
- b) A photocopy of their fiscal code (codice fiscale) number;
- c) A Curriculum Vitae (two copies) listing their scientific and teaching activities, written in Italian and in English;
- d) A list of qualifications;
- e) A copy of qualifications (**only for those which cannot be presented with a personal declaration of certification**) complete with a certification in which qualifications are declared as conforming to the original and certified Italian translation by official translator or consulate/embassy if written in a language other than English;
- f) A numbered list of publications;
- g) A list of the candidate's teaching experience indicating the University/Body, the period and the subject taught;
- h) Publications;
- i) A copy of residency permit (non EU citizens and not working abroad carrying out university research or teaching activities).

2. It is specified that all qualification certificates issued by Italian Public Administration Authorities must only be self-certified as pursuant to Italian Law 183/2011.

Italian and EU citizens shall declare that they possess qualifications by means of a Personal Declaration of Certification.

Non EU Citizens with a regular Italian residence permit may submit original or scanned copies of qualifications, authenticated or certified copies of the original.

Qualifications obtained abroad must be translated and certified by Italian consular authority, and declared equivalent to the Italian qualifications as per Leg. Decree 165/2001, Art. 38, Paragraph 3.

## **Art. 5 - Publications**

1. Publications presented must be submitted only in .pdf format in the dedicated section of the telematic procedure at: <https://pica.cineca.it/univaq>.

2. **Each publication shall not exceed the limit of 30 megabyte.**

**Those publications exceeding the limit of 30 megabyte** shall be indicated in a numbered list to be entered in the online platform and loaded in .pdf format on a digital medium (USB, CD, DVD) to be posted within the application deadline by registered mail, express post or package or service with notice of receipt to the following address: Settore Concorsi e Selezioni – Palazzo Camponeschi – Piazza Santa Margherita 2 – 67100 L'Aquila. The date when the envelope was accepted by the post office or express service company shall be taken into consideration. Any applications whose publications (exceeding the 30 megabyte) shall be excluded that, though posted within the deadline under comma 1 of Article 3 of this selection announcement, do not arrive at the University Administration within the fifth day after the designated deadline. In the latter case the date of arrival at the University shall be taken into consideration. The University Administration declines all responsibility for any non-deliveries or misdeliveries of the publications, or other problems due to third parties, unforeseeable events or force majeure. The candidate must indicate on the envelope containing the publications: the University issuing the selection procedure, the requesting



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Department, the academic recruitment field, academic discipline, position being applied for, name, surname, mailing address for all selection procedure related notifications.

If the maximum number of publications indicated in Art. 1 of this selection procedure is not observed, the system shall not allow to complete the application procedure.

Candidates cannot make references to other publications/documents presented previously to the University of L'Aquila or to any other administration/institution.

3. Once the selection procedure is completed, the selected candidate shall submit the publications presented, in original or in copy certified conform to the original as provided by Law n. 106/2004 containing norms relating to depositing documents of cultural interest for public use and related Presidential Decree n. 252/2006.
4. Works published in Italy will be assessed if they comply with legal standards and are pursuant to Leg. Decree n. 660/1945 as amended by Italian Law 106/2004 and Presidential Decree n. 252/2006. This requires certification to be provided with the application or a personal declaration pursuant to Presidential Decree n. 445/2000; for works published abroad the date and place of publication must be indicated.
5. Publications written in a foreign language must be accompanied by a certified translation into Italian by official translator or consulate/embassy. The translation process is not required for publications written in French, English, German and Spanish.

## Art. 6 – Cause for exclusion

All applications are subject to verification. In any case the following shall be cause for exclusion:

- omission of signature, in accordance with Art. 3, Paragraph 2 of this announcement;
- not including a copy of a valid identification document.

The exclusion is established by a Rector's decree and the excluded candidate shall be notified by the Administration.

## Art. 7- Renouncing Participation

Candidates wishing to renounce participation in the selection procedure are required to write to the Rector to declare their intentions including in their letter a photocopy of a valid identity document, to the following address: Settore Concorsi e Selezioni – Palazzo Camponeschi - Piazza S. Margherita 2 – 67100 L'Aquila, e-mail: [conc@strutture.univaq.it](mailto:conc@strutture.univaq.it). Their renouncement shall be made official during the first meeting following receipt of renouncement.

## Art. 8 - Nomination of the Examining Board

1. The Examining Board, made up of three first tier professors, among whom two from other universities, is named by the Department requesting the position and appointed by a Rector's Decree. One member must be chosen among high profile experts from a university or research center in another OECD country.

Unless documented reasons exist, at least one third of the Board members is to be reserved to women. The members of the Examining Board are chosen by the Department Council among those professors connected with the academic recruitment field or the academic discipline concerning the position object of the public selection procedure.

The designated professors must be registered in the lists of those members who can be called by drawing for the National Scientific Qualification Boards or anyhow they must satisfy the criteria provided for by ANVUR, resolution n. 132, 13 September 2016.

The following cannot be nominated:

- Professors who have received a negative assessment as provided in Art. 6, Paragraph 7 of Italian Law 240/2010;





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- Members of the University political board, those who hold a political office as well as representatives of trade unions or professional associations;
  - Individuals condemned for crimes – even if not yet sentenced – in Book II of the Italian Penal Code (“crimes by civil servants against public administration”).
2. The Rector’s Decree appointing the Examining Board shall be published on the University’s Albo Ufficiale and on the University website.
3. From the date the Rector’s Decree nominating the Examining Board is published candidates have 10 days to state their opposition to any of the components of the Board. After this period, and anyhow after the first meeting of the Board, no instances may be presented.
4. The Board nominates a President and Secretary. The Board operates with the presence of all its members and takes decisions unanimously. Participation in all Board activities is mandatory for all members.
5. The Board, upon notifying the head of the selection procedure of date and time of the meetings and after receiving authorization from the Rector, may hold meetings using telematic technology. At the end of the meeting the minutes must be drawn up, approved and signed by the Secretary who has actually drawn them up, and forwarded to the competent administration office. The other members of the Examining Board underwrite a statement in which they declare that they have joined the meeting and undersigned the minutes, and then forward them telematically to the competent administration office. Where applicable, reference has to be made to the University’s Regulations (Rector’s Decree n. 467 April 18, 2016).

## Art. 9 - Role and Duties of the Examining Board

1. In the first session the Board, having determined that in compliance with related laws, no incompatibility factors are present, outlines the following:

- a) the assessment criteria of CV, qualifications, teaching and research activities, medical care activities, if required, and publications;
- b) the criteria for testing Italian language skills for foreign applicants and English language skills, if required.

In the first session the Board also sets the date for testing language skills according to letter b) of the present article as well as the calendar of the meetings.

For assessing the candidates the Board refers to criteria and parameters in compliance with acknowledged international qualitative standards within the parameters indicated in Ministerial Decree n. 344/2011, considering also the criteria indicated by the Department.

2. The head of the selection procedure is immediately notified of the resolutions referred to in paragraph 1., which are to be published on the University’s Albo Ufficiale and on the website for at least 7 days before the Board can move on to the next phase of the selection procedure.

3. In the following meetings the Board grades the candidate’s publications, the CV, the qualifications and the teaching, research and medical care activities (if required) in relation to the position being appointed. Each member of the Board individually attributes a grade, then the Board jointly assesses each candidate, and compares them. Once this has been completed the Board draws up a ranking of the candidates and deliberates by majority the winner of the selection procedure.

4. All proceedings are contained in the minutes of the meetings, including assessment of the candidates; after establishing their validity, they are to be published on the University’s Albo Ufficiale and on the website.

## Art. 10 - Time Limits of the Selection Procedure

The Board is to conclude all necessary actions within **four months** from the Rector’s Decree nominating its members, extendable for two more months.



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The Rector may extend the deadline only once and for no more than two months only in the case of exceptional and documented reasons brought forth by the President of the Board before the established deadline expires.

If all procedures are not concluded even within the extended deadline, the Rector shall proceed to the substitution of the Board members.

## **Art. 11 - Determining Validity of Proceedings**

Within thirty days after the proceedings are consigned, the Rector issues a Decree establishing their validity and declaring the selected candidate. The Rector's Decree and the proceedings are published on the University's Albo Ufficiale and on the website. This, to all effects, represents official notification and from that date candidates have a period of time to file a complaint. The Decree is immediately passed on to the relevant Body in charge of the appointment, as pursuant to the following Art. 12.

If the Rector finds any irregularities in the proceedings he/she may make a motivated request to the Board to obtain rectification.

## **Art. 12 – Call**

Within two months of the Rector's approval of the proceedings, the Department that had requested the selection procedure must propose a date to officially appoint the selected candidate, pursuant to Art. 8 of related Regulations quoted in the introduction. The Department's resolution must be approved by the University's Board of Directors.

If the Department does not issue any appointment resolution, the provisions of Art. 8, Paragraph 2 of the above mentioned Regulations are applied.

## **Art. 13 - Documents for Contract Stipulation**

The selected candidate shall present all required documents together with all declarations certifying their requisites for appointment as pursuant to Presidential Decree 445/2000 Art. 46 and 47 to the University's Settore Personale Docente e Ricercatori as specified in Art. 3, Paragraph 5, numbers 1, 2, 3, 4, 5, 8, 9, 10, 11 of this announcement. He/she shall also present a Personal Declaration of Certification regarding their marital status, household members, whether they belong to legally protected categories, whether they receive a pension, whether they are members of professional registers; they must also declare that they are not employed in any other public or private company or institution as pursuant to Presidential Decree 445/2000, Art. 46 and 47. If the selected candidate is already employed by a Public Administration, he/she must submit a statement accepting the position at the University of L'Aquila; if employed by any other private company or institution he/she must quit the job and submit a statement accepting the position.

The selected candidate who is already employed by a Public Administration or University must submit a service statement issued by his/her administration indicating the position as well as the salary specifying all the items which determine it.

The selected candidate must undergo a medical check-up to obtain a certificate from the University doctor Leila Fabiani stating that their health allows them to carry out the job duties required; in the certificate it must specifically be stated that the candidate is immune from diseases dangerous to public health.

The Professor shall also abide by norms regarding security, as established in Leg. Decree n. 81/2008 and also contact the Health and Safety Service Office of the University to gather information on prevention measures to abide by while carrying out his/her activity.

The University reserves the right to carry out sample checks to verify the information and certification presented.



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If the candidate selected is a non-EU citizen he/she may present declarations pursuant to Presidential Decree n. 445/2000 in reference to facts that can be certified by Italian public entities; if the documents or declarations are issued by the relevant authorities of the applicant's Country of origin, they must be submitted together with a translation into Italian authenticated by the Italian consular authority certifying conformity with the original.

The selected candidate shall also submit a statement regarding his/her option for the employment contract.

## **Art. 14 – Appointment**

1. The appointment is made by a Rector's decree, after verifying that funds to cover the positions are available and the recruiting policies by the universities have been observed.

The official appointment date takes usually place between April 1<sup>st</sup> and October 1<sup>st</sup> of each year.

2. The above mentioned decree is sent by registered post with notice of receipt to the selected candidate and to the Ministry for all the necessary duties.

## **Art. 15 – Rights and duties of the Professor - Salary and Social Security Benefits**

1. Research and teaching activities, rights and duties of the Professor are regulated by the applicable laws on the legal status of teaching staff and University Regulations.

The University's Regulations as to assignation of teaching duties to professors and researchers (Rector's Decree n. 915-2017, 19 December 2017) will also be applied.

2. The contract is subject to all social security and fiscal taxes.

## **Art. 16 – Personal, Sensitive and Judicial Data**

The handling of candidates' personal information is disciplined by Leg. Decree n. 196, 30 June, 2003 and by UE Regulation n. 679/2016. Personal information supplied by the candidates in the application form shall be collected by the offices of the University and processed for the purposes of the procedure. The provision of said information is compulsory, under penalty of exclusion from selection.

Candidates are entitled to exercise the rights provided in the Legislative Decree mentioned above, including the right of access to the data concerning them, the right to amend, update, complete or delete erroneous or incomplete data or data collected in a manner that is contrary to law, and to object to processing for legitimate reasons.

## **Art. 17 - Disclosure**

This decree is made available to the public on the University's Albo Ufficiale (<http://www.univaq.it/section.php?id=1391>) and on the University website (<http://www.univaq.it/section.php?id=1532>), on the Ministry of Education, University and Research website, and on the European Union website.

## **Art. 18 - Reference to Implementation Modalities**

For all matters not contained in this announcement, the resolutions, laws and regulations indicated in the introduction together with all laws regulating recruitment of University staff shall apply.



# UNIVERSITÀ DEGLI STUDI DELL'AQUILA

AREA GESTIONE DELLE RISORSE UMANE  
SETTORE CONCORSI E SELEZIONI

## **Art. 19 – Head of the Selection Procedure**

Pursuant to Art. 5 of Italian Law n. 241, 7 August, 1990, dr. Loredana Taccone, Head of the Settore Concorsi e Selezioni of the University of L'Aquila is also head of this selection procedure.

L'Aquila, October 15<sup>th</sup>, 2019

The Rector  
(signed:) Prof. Edoardo Alesse

**Published in the Gazzetta Ufficiale n. 86 on October 29<sup>th</sup>, 2019**

**Deadline: November 28<sup>th</sup>, 2019**

**Date of publication in the University's Albo Ufficiale: October 30<sup>th</sup>, 2019**

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