



# UNIVERSITÀ DEGLI STUDI DELL'AQUILA

AMMINISTRAZIONE CENTRALE  
AREA GESTIONE DELLE RISORSE UMANE  
Settore Concorsi e Selezioni

D. R. Rep. n. 1160 - 2018 - Prot. n. 52065 del 27.11.2018

Anno 2018 - tit. VII cl. 1 fasc. 44

## 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. 24, Art. 22, paragraph 9, and Art. 29, paragraph 5;

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

**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. 232, 11 December 2016 (*Legge di Stabilità 2017*);

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

**Having regard** to Leg. Decree n. 165, 30 March 2001, as amended and supplemented, in particular Articles 35, 35bis, 36, 37, 38 and 57;

**Having regard** to Presidential Decree 445, 28 December 2000, 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. 82/2005 “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. 5, 09 February 2012 converted into Law n. 35, 04 April 2012, “Urgent Dispositions as to Simplification and Development”;

**Having regard** to Presidential Decree n. 62, 16 April 2013, “Civil Servants’ Behaviour Code”

**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. 243, 25 May 2011, concerning criteria and parameters for preliminary assessment of public selection candidates, recipients of contracts as indicated in Art. 24, paragraph 2, letter c) of Italian Law n. 240, 30 December 2010;



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**Having regard** to Ministerial Decree n. 159, 12 June 2012, on the determination of competition areas, grouped into competition macro-areas;

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

**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;

**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 the University's Regulations as to recruitment of fixed-term university Researchers established by Rector's Decree n. 621-2012, 05 April 2012 as modified by Rector's Decree n. 860-2013, 05 June 2013 and lastly by Rector's Decree n. 1490-2015, 29 October 2015;

**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 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 of the Department of Life, Health and Environmental Sciences dated 25<sup>th</sup> September, 2018 – forwarded with note Prot. n. 4727 dated September 9<sup>th</sup> 2018 and received the same date with Prot. n. 41798 - concerning the request of a selection procedure to recruit 1 fixed-term, full-time Researcher in compliance with Art. 24, Par. 3, Letter a) of Italian Law 240/2010 for the Academic Recruitment Field 05/A2 – Plant Physiology, Academic Discipline BIO/04 – Plant Physiology;

**Having verified** that the expense to reward the Researcher, equal to € 145.176,03 for the three-year period, will be fully financed by the funds of the Project “PON ORIGAMI”, whose coordinator is Prof. Maria Benedetta Mattei, and that therefore nothing will weigh down on the University budget (FFO);

**Having regard** to the resolution n. 321/2018 issued by the Board of Directors on October 25<sup>th</sup>, 2018, after approval expressed by the Board of Auditors (minutes n. 8/2018), authorizing the above mentioned public selection procedure;

## DECREES THE FOLLOWING:

### **Art. 1 – Public Selection, position available and objective of the contract**

A public selection procedure is being held at the University of L'Aquila to recruit **n. 1 fixed-term (3 year) full-time Researcher** in compliance with Art. 24, Par. 3, Letter a) of Italian Law 240/2010 and related University Regulations:

### **Academic Recruitment Field 05/A2 – Plant Physiology**

### **Academic Discipline BIO/04 – Plant Physiology**

Unità Organizzativa Responsabile: Settore Concorsi e Selezioni - e-mail: conc@strutture.univaq.it  
Responsabile: Dott.ssa Dorian Scarsella – tel: 0862432089 – FAX 0862431295

Per eventuali informazioni rivolgersi a: Giuseppina Persia – Tommasa Ruscitti (operatori incaricati) – tel: 0862 432744 – 2097

Università degli Studi dell'Aquila – Palazzo Camponeschi – Piazza Santa Margherita 2 – 67100 L'Aquila – www.univaq.it – protocollo@pec.univaq.it



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**Place:** Department of Life, Health and Environmental Sciences.

**Title of the Project:** BiORaffineria InteGratA per la produzione di biodiesel da Microalghe (ORIGAMI) – InteGrAted BiORfinery for biodiesel production from Microalgae.

**Project Coordinator:** Prof. Maria Benedetta Mattei, first tier professor at the Department of Life, Health and Environmental Sciences.

**Objective of the contract:** research and teaching activities, integrated activities and services to the students.

**Period:** 3 years, renewable for further 2 years, provided that the necessary funds are available.

**Research Activities:** Research activity to be carried out within the project aims at designing an integrated biorefinery for biodiesel and high value-added chemical products production from microalgae. The research implies the use of microalgae culture under mixotroph conditions, providing sugar derived from farm waste and dairy industry. Genetics, molecular biology and biochemistry advanced techniques will be employed in order to develop algal strains able to efficiently grow in C5 and C6 sugars and disaccharides and to characterise new recombinant enzymes from microalgae culture.

**Teaching Activities, Integrated Activities and Services to the Students:** The Researcher shall carry out teaching activity within the Academic Field BIO/04 as yearly established by the Department. He/she shall also carry out the following integrated teaching activities and services to the students: be a member of examination and theses discussion committees; hold students' hours; tutor Bachelor's Degree and Master's Degree students in training and supervise thesis work. Total number of hours required for research, teaching, integrated activities and services to the students is 1.500 hrs. per year, of which a maximum of 350 hrs. for teaching and services to the students.

**Admission requisite:** a Ph.D. in the field of Biology or Biotechnology.

**Foreign Language Requisite:** English

**Maximum number of publications:** 12 (twelve).

The candidate's Ph.D. thesis, in compliance with Ministerial Decree 243/2011, is to be considered a publication and included among the publications submitted.



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## Art. 2 – Admission Requisites and Causes for Exclusion

1. The selection procedure is open to Italian, EU and non EU citizens holding an Italian residency permit as per Leg. Decree 165/2001, Art. 38 and possessing the following qualifications:

- a Ph.D. - or an equivalent degree obtained in Italy or abroad - in the field of Biology or Biotechnology.

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

If obtained abroad, the Ph.D. must be accompanied by the official declaration of equivalency issued by the relevant authorities of the foreign country. If the candidate is not in possess of such a documentation within the deadline for application submission, to be submitted anyhow within the date of official appointment, he/she shall submit a copy of the application for obtaining such a declaration.

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

- a) First or second tier university professors or Researchers already holding an open-ended contract or who have held such positions in the past either, even if terminated;
- b) Individuals who have already held fixed-term research contracts as provided in Arts. 22 and 24 of Italian Law 240/2010 at the University of L'Aquila or at other Italian Universities, whether public, private or online, or bodies under Par. 1 of Art. 22 of Italian Law 240/2010 for a period, in addition to the intended duration of the competition contract, exceeding a total of 12 years, even if not continuing. Maternity or sick leave as provided in the laws in force shall not be included in the duration of the aforementioned employment contracts;
- c) Individuals not entitled to exercise civil and political rights;
- d) Individuals who have been dismissed or relieved from office with a Public Administration for consistently poor performance or have been dismissed from a civil service job as provided in Art. 127, Letter d) of Presidential Decree 10/1/1957, No. 3.
- e) 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 Trustees.

3. The contract outlined for this selection procedure cannot be accumulated with other research grants as per Italian Law 449/1997 Art. 51 and Italian Law 240/2010 Art. 22.

4. Candidates are granted provisional admission, as the University Administration reserves the right to review applications and to exclude 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° Serie speciale – Concorsi ed



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Esami. The publication of the selection announcement is also posted in the University, Ministry and EU websites.

2. If the deadline should fall on a holiday, the following weekday shall be considered the deadline for submission.
3. 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 shall be certified by a receipt sent automatically by the system. **After the deadline for submission the system shall 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 any technical problems candidates may contact technical support at: [univaq@cinca.it](mailto:univaq@cinca.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 uploaded again to 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



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document. A scanned .pdf copy of such a document shall be produced and the file thus obtained shall be uploaded to the system.

4. All applications are subject to verification, in any case the following shall be cause for exclusion:
- omission of signature, in accordance with laws and regulations;
  - not including a copy of the official declaration of equivalency of the Ph.D. obtained abroad issued by the relevant authorities of the foreign country OR of a copy of the application for obtaining such a declaration;
  - not including a copy of a valid identification document.

Applications deemed as lacking the required elements specified in the selection announcement or not in compliance with what specified in this article shall be excluded by Rector's Decree and candidates shall be notified of the said exclusion by registered post with notice of receipt or by certified e-mail (PEC).

5. 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;
- 5) Citizenship;
- 6) The selection procedure they want to participate in;
- 7) That he/she has the following requisites for participation as indicated in Art. 2 of this announcement;
- 8) That he/she is in possession of his/her civil and political rights
  - a) **Italian candidates** shall also state on their own account:
    - Which electoral college they are registered in (municipality) and any reasons for lack of registration or deletion;
    - Their current situation with regard to military service;
  - b) **Foreign candidates** shall also state on their own account:
    - That they are in possession of their civil and political rights in their country or, supply the reasons for lack thereof;
- 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) That they do not have a position as first or second tier university professors or as open-ended contract Researchers, and have not held such positions in the past either, even if terminated;



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- 13) That they have not already held fixed-term research contracts as provided in Arts. 22 and 24 of Italian Law 240/10 at the University of L'Aquila or at other Italian Universities, whether public, private or online, bodies under Par. 1 of Art. 22 of Italian law 240/10 for a period, in addition to the intended duration of the competition contract, exceeding a total of 12 years, even if not continuing.
  - 14) **if not an Italian citizen**, that he/she has an adequate knowledge of the Italian language;
  - 15) 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 [www.univaq.it](http://www.univaq.it);
  - 16) 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 [www.univaq.it](http://www.univaq.it), in all effects representing official notice to the candidates participating;
  - 17) 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 [www.univaq.it](http://www.univaq.it), in all effects representing official notice to the candidates participating;
  - 18) 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 [www.univaq.it](http://www.univaq.it), in all effects representing official notice to the candidates participating.
6. 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 Office – Palazzo Camponeschi - Piazza S. Margherita 2 – 67100 L'Aquila, e-mail: [conc@strutture.univaq.it](mailto:conc@strutture.univaq.it).  
In compliance with Law 104/1992, candidates with disabilities must apply for any necessary aid.
7. All declarations made by candidates are to be considered in compliance with Presidential Decree n. 445, 28 December 2000 as amended and supplemented. **Non-EU citizens** with a regular residence permit may use the Personal Declarations of Certification in accordance with the procedure laid down for EU citizens whenever it is necessary to provide proof of status, facts or personal qualities certifiable or confirmable by Italian public agencies or if the production of self-executed certificates takes place under international agreements between Italy and the applicant's country of origin.
8. 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.
9. 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



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application or for any postal or telegraphic services, misdeliveries, or due to third parties, unforeseeable events or force majeure.

10. **Candidates shall not be able to modify their applications after the indicated deadline; applications deemed as lacking the required elements specified in Art. 2 of the selection announcement or the declarations specified in Paragraph 5. of this article shall be excluded by Rector's Decree and candidates shall be notified of the said exclusion.**

## Art. 4 – Required Application Attachments

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 (for Italian citizens and foreign citizens who have been issued one);
- c) A Curriculum Vitae 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 of authenticity 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).

**All qualification certificates issued by Italian Public Administration Authorities must only be self-certified as pursuant to Italian Law 183/2011.**

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

## 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 uploaded in .pdf format to 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 S. 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**





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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 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.
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 Italian translation by official translator or consulate/embassy. The translation process is not required for publications written in French, English, German and Spanish.

## **Art. 6 - 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. 7 - Nomination of the Examining Board**

1. The Board, made up of three members of which at least two tenured professors and two from other universities, named by the Department and connected with the academic recruitment field or the academic discipline concerning the position object of the public selection procedure, is 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.

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.



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Unless documented reasons exist, at least one third of the board members is to be reserved to women.

2. The following cannot be nominated:
  - Professors who have received a negative assessment as provided in Art. 6, Paragraph 7 of Italian Law 240/2010;
  - 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”);
3. The Rector’s Decree appointing the Examining Board shall be published on the University’s Albo Ufficiale and on the University website.
4. From the date the Rector’s Decree nominating the examining board is published candidates have 10 days – in analogy with the University Regulations for appointing I and II Tier Professors - to state their opposition to any of the components of the board. After this period no instances may be presented.
5. The Board nominates a President and a Secretary.
6. The Board operates with the presence of all its members and takes decisions unanimously.
7. Participation in all Board activities is mandatory for all members.
8. The Board, upon notifying the head of the selection procedure of the date and time, 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. 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. 467/2016, April 18<sup>th</sup>, 2016).
9. Expenses incurred may be reimbursed in accordance with the University’s Regulations pursuant to Art. 7, Paragraph 4 in reference to the recruitment of fixed-term Researchers.

## **Art. 8 - 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 preliminary assessment criteria and procedures for selection in compliance with the parameters indicated in Ministerial Decree n. 243, 25 May 2011, and the criteria and specific functions to be carried out by the Researcher indicated by the Department and stated in Art. 1 of this selection procedure.

The Board also establishes an analytical system to confer points to candidates after preliminary assessment has been completed. The Board then establishes which candidates are admitted to the interview, together with the criteria for testing their English language skills, and Italian language skills for foreign applicants.

2. The Head of the selection procedure is immediately notified of the above-mentioned results which are to be published on the University’s Albo Ufficiale and



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on the website for at least 7 days before the Board can move on to the next phase of the selection procedure.

3. The above mentioned preliminary procedure initially involves determining if the candidates possess the requisites for participation, then their CVs and publications, including their Ph.D. thesis, are assessed.
4. Following preliminary assessment, the Board will admit the most worthy candidates - 10 to 20 per cent of the original candidates – and no less than six in number - to participate in a public discussion of their qualifications and scientific work; all candidates shall be admitted to the discussion should their total number be equal to or less than six.
5. The list of candidates is drawn up by the Board and published on the University's Albo Ufficiale and on the website at least 10 days before the interview. **This is to be considered an official notification for candidates. Candidates are required to appear for their interviews on the indicated date with a valid identity document. It is important to remember that candidates are not notified individually but only through the above stated notifications published online.**
6. Following the interviews, the Board grades the candidate's qualifications, attributes a grade to each publication and assesses interview and foreign language skills. Once this has been completed the Board draws up a ranking of the candidates and deliberates (by majority) the winner of the selection procedure.
7. All proceedings are contained in the minutes of the meetings, including all the assessment results obtained during the preliminary meeting, grading of qualifications and publications, and interview to test English language skills. The results of all of the above are published on the University's Albo Ufficiale and on the website **which to all effects represents an official notification for the participants in the selection.**

## Art. 9 - 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.

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, who become liable for the delays caused, establishing a new deadline for completion of the selection procedure.

## Art. 10 - Determining Validity of Proceedings

Within thirty days after the proceedings are consigned, the Rector issues a Decree establishing their validity, which is 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 candidate selected shall also be notified.



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The Decree is immediately passed on to the relevant Body in charge of the appointment, as pursuant to the following Art. 11.

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

## **Art. 11 - Appointment by the Department**

Within 60 days of the Rector's approval of the proceedings the Department Council that had requested the selection procedure must unanimously adhere to the decision and decide on a date to officially appoint the new Researcher, to this end the Council must keep in mind the time needed to stipulate the contract.

The Department's deliberation must also be approved by the University's Board of Directors, after which the Researcher is invited to present all necessary documents for contract stipulation within 30 days.

## **Art. 12 - Drawing-up of contract**

A fixed-term full-time employment contract shall be drawn up and underwritten by the Rector and by the Researcher. The contract is for three years, renewable once for further two years only, after obtaining positive assessment of teaching and research activities carried out, provided that the necessary funds are available.

During maternity leave the contract is put on hold and expiration date is postponed for a period equal to that of compulsory leave of absence.

All elements regarding fixed-term researcher contracts specified in Art. 10 of the University's Regulations must be indicated within said contract.

The number of hours required for teaching, integrated activities and services to the students is 350 hrs per year. Research activity is the subject of a specific scientific report to be submitted yearly to the Department's approval.

Given that the contract shall be pursuant to Leg. Decree n. 165/2001 Art. 53, it is important to state that it cannot be accumulated with other employment contracts, research grants, Ph.D. or Specialization courses, nor with any other earnings or grants from the University.

As regards the Researcher's duties the main duties established by law in reference to the category shall be applied.

The Researcher appointed will be required to abide by the University's Code of Behaviour, not doing so shall lead to termination of contract. The Researcher 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 research.

The position is subject to all laws regarding termination.

## **Art. 13 - Salary and Social Security Benefits**

The gross annual salary for fixed-term full-time Researcher corresponds to € 34.898,06. The contract is subject to all social security and fiscal taxes.



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## **Art. 14 - Documents for Contract Stipulation**

The Researcher selected 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 Office as specified in Art. 3, Paragraph 6, numbers 1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 13 in this announcement. The Researcher 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 Researcher is already employed by a public institution he/she must ask for a leave of absence from their job to accept the Researcher contract they have been selected for.

Before starting work the Researcher must undergo a medical check-up to obtain a certificate from the University doctor stating that their health allows them to carry out the job duties required, the Researcher can contact the Settore Personale Docente e Ricercatori Office to make an appointment with the doctor.

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

## **Art. 15 - Personal Data**

The handling of candidates' personal information is disciplined by Leg. Decree n. 196, 30 June, 2003 and 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 and for the management of relations ensuing therefrom. The provision of said information is compulsory, on pain of exclusion. 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. 16 - Disclosure**

This decree is made available to the public on the University website (<http://www.univaq.it>), on the Ministry of Education, University and Research website, and on the European Union website.

## **Art. 17 - 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.



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## **Art. 18 - Head of the Selection Procedure**

Pursuant to Art. 5 of Italian Law n. 241, 7 July, 1990, Dorian Scarsella, Head of the Settore Concorsi e Selezione Office of the University of L'Aquila, is also head of this selection procedure.

L'Aquila, November 26<sup>th</sup>, 2018

The Rector  
(signed:) Prof.ssa Paola Inverardi

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