



**UNIVERSITÀ  
DEGLI STUDI  
DI BERGAMO**

Direzione personale  
logistica  
e approvvigionamenti

Gestione risorse umane  
Selezioni  
e gestione giuridica

**PUBLIC SELECTION PROCEDURE FOR THE RECRUITMENT OF NO. 7 II LEVEL PROFESSOR BY CALL AS PER S. 18, PARAS 1 AND 4, OF LAW NO. 240 OF 30.12.2010, AT THE UNIVERSITY OF BERGAMO.**

**THE CHANCELLOR**

HAVING CONSIDERED Law 7.8.1990, no. 241 as amended and supplemented;  
HAVING CONSIDERED D.P.R. 28.12.2000, no. 445 "Consolidating act on legislative and regulatory dispositions in terms of administrative documents" as amended and supplemented;  
HAVING CONSIDERED D.Lgs. 30.3.2001, no. 165 as amended and supplemented;  
HAVING CONSIDERED Law 15.4.2004, no. 106 containing "Norms relating to the legal safekeeping of documents with cultural interest destined to public use";  
HAVING CONSIDERED D.P.R. 3.5.2006, no. 252 "Regulations relating to the legal safekeeping of documents with cultural interest destined to public use";  
HAVING CONSIDERED D.Lgs. 11.4.2006, no. 198 rules in terms of equal opportunities for men and women;  
HAVING CONSIDERED Law 30.12.2010, no. 240 regulating "Norms in terms of organization of universities, of academic personnel and their recruitment, as well as mandate to the Government to subsidize quality and efficiency of academic systems";  
HAVING CONSIDERED Law 12.11.2011, no. 183 (Financial Act 2012) and, especially, its s. 15 holding instructions in terms of certifications and sworn declarations/affidavit;  
HAVING CONSIDERED D.M. 4.8.2011, no. 344 concerning "Disciplinary criteria, on the side of Athenaeums, for the evaluation of fixed-term researchers holding national scientific habilitation, for the purpose of calls for the role of associated professor";  
HAVING CONSIDERED Law 23.11.2012, no. 215 containing provisions in terms of equal opportunities in the composition of contest commissions at public bodies;  
HAVING CONSIDERED D.L. 9.2.2012, no. 5 "Urgent dispositions in matter of simplification and development" later converted with amendments by Law 4.4.2012, no. 35;  
HAVING CONSIDERED D.Lgs. 29.3.2012, no. 49 instructing the discipline for the organization, the monitoring and the evaluation of budgetary policies and recruitments at Athenaeums;  
HAVING CONSIDERED the Ministerial Decree of 30 October 2015, No. 855 "Redefinition of group of academic recruitment fields and academic recruitment fields" and Ministerial Decree of 22 June 2016, No. 494 of rectification of Annex D of the Ministerial Decree 855/2016;  
HAVING CONSIDERED EU Regulation 2016/679 and D. Lgs 30.6.2003, n. 196 "Code regarding the protection of personal data" and further modifications;  
HAVING CONSIDERED the D.L. 29.10.2019 n. 126 published in the Official Gazette on 30.10.2019 on "Extraordinary necessity and urgency measures regarding the recruitment of school staff and research institutions and teachers' qualifications";  
HAVING CONSIDERED the Statute of the Università degli Studi di Bergamo;  
HAVING CONSIDERED the Athenaeum's Regulations determining the procedures for the call of the I and II level professors in accordance with Law 240/2010 dispositions, published with Rectoral decree Rep. 505 of 6.11.2012 and amended, at last, with Chancellor Decree Rep. no. 336/2019 of 17.06.2019;  
HAVING CONSIDERED the University regulations for research integrity and ethics, enacted with D.R. deed No. 387/2016 of 18 July 2016;  
HAVING CONSIDERED The Athenaeum's Ethic Code published with Chancellor Decree protocol no. 14405/1/3 of 19.7.2011, as amended with Chancellor Decree Rep. no. 262/2018, of 12.04.2018;  
HAVING CONSIDERED current legislation regulating the legal and economical status of academic and research staff at Universities;

HAVING CONSIDERED the request for the covering of one I level university professor position deliberated by the Department of Law (21.04.2020 session); Department of Letters,



philosophy, communication (21.04.2020 session); Department of Foreign languages, literatures and cultures (22.04.2020 session); Department of Management, economics and quantitative methods (22.04.2020 session); Department of Human and social sciences (21.04.2020 session); Department of Management, information and production engineering (23.04.2020 session);

HAVING ACKNOWLEDGED that, with decision of the Board of Governors of 28.04.2020, upon favourable opinion expressed by the Academic Senate on its 28.04.2020 session, the planning of the positions requested by the Departments was approved and the issuance of an announcement for the recruitment by call, in compliance with s. 18, paras 1 and 4, of Law 30.12.2010, no. 240 was authorized;

HAVING CONSIDERED s. 18 para 4 of the aforementioned Law 240/2010 that explicitly provides that *"Each University, during their triennial planning, reserves available resources, corresponding to at least one fifth the number of positions for tenured professors, for calling those subjects who neither served, nor were assigned a research grant nor enrolled in any university course at the same Athenaeum"*;

HAVING ASCERTAINED the funding;

## **HEREBY DECREES**

### **Section 1**

#### **Announcement of the selection procedure**

The public selection procedure is released, reserved to external subjects, for the recruitment by call, in compliance with s. 18, paras 1 and 4, of Law 30.12.2010, no. 240 and with current Athenaeum Regulations, regarding the following position of II level Professor at the Università degli Studi di Bergamo:

➤ **DEPARTMENT OF LAW**

• **SELECTION CODE: 1**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 12/G - Criminal law and criminal procedure

**Academic recruitment field:** 12/G2 - Criminal procedure

**Academic discipline:** IUS/16 - Criminal procedure

**Elements of didactic and scientific qualification:**

**Teaching skills:**

The candidate must guarantee to have teaching skills in the classical sector of criminal procedural law and, to this end, he/she must also have those appropriate experiences which consent to provide appreciated contributions in the context of professionalizing didactic courses; the candidate must also assure, through a marked experience of learning by doing, the management of didactic activities arising from relationships, governed by specific Conventions, between judicial offices and department.

**Research skills:**

The candidate must be able to prove that he/she has studied in depth general topics of criminal procedural law. To this end, the interdisciplinary analysis in the studies carried out will be evaluated.

**Specific functions required:**

**Didactic commitment:**

Didactic activities with regard to the teaching of criminal procedure (Academic discipline IUS/16) in the courses offered by the Department of Law as well as by the University and also the inter-University course of Guardia di Finanza Academy. Other didactic activities, management and service activities for students, including orientation and tutoring, regarding the educational offer of Department of law and/or of the University.



**Scientific commitment:**

Direction, coordination and development of research activities in the field of the IUS/16 Academic Discipline, with particular attention paid to the interdisciplinary implications.

**Location:** Bergamo

**Maximum number of publications:** 12

**Language Expertise Scrutiny:** Nothing

➤ **DEPARTMENT OF LETTERS, PHILOSOPHY, COMMUNICATION**

• **SELECTION CODE: 2**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 10/C - Cinema, music, performing arts, television and media studies

**Academic recruitment field:** 10/C1 - Cinema, music, performing arts, television and media studies

**Academic discipline:** L-ART/06 - Cinema, photography and television

**Elements of didactic and scientific qualification:**

**Didactic qualification:**

The successful candidate is expected to have notable experience in academic teaching.

**Scientific qualification:**

The candidate's publications are expected to demonstrate his/her grounded knowledge of different theories in the fields of cinema studies, visual culture studies, and image studies; interdisciplinary research skills are required in order to explore the dialogue between the arts and the mainstream media. A strong knowledge of contemporary critical theories in the fields of neuroscience, media-archaeology, and cultural studies is also required, together with a research methodology on different forms of visibility (photography, film, television, design, and other non-artistic forms) finalized towards results of international relevance.

**Specific functions required:**

**Didactic commitment:**

The candidate is expected to carry out didactic activity for the teaching of the scientific disciplinary sector L-Art/06 according to the Department of Letters, Philosophy, Communication teaching programs decided year by year by the competent academic authorities.

**Scientific commitment:**

The candidate will develop his/her research in the area of film and cinema studies, with particular attention to contemporary culture and the technical development of optical media. He/she is expected to deal with historical and theoretical issues concerning audiovisual media and other related forms of expression and communication. The candidate is also expected to enhance the Department's international research, by connecting his/her studies with the major national and international research networks in the field and by having his/her research contributions published in class -A journals.

**Location:** Bergamo

**Maximum number of publications:** 15

**Language Expertise Scrutiny:** knowledge of at least one foreign language, English or French, is required. The candidate's level of foreign language knowledge will be assessed by the commission on the basis of the candidate's CV, qualifications and publications.

• **SELECTION CODE: 3**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 11/C - Philosophy

**Academic recruitment field:** 11/C3 - Moral philosophy

**Academic discipline:** M-FIL/03 - Moral philosophy

**Elements of didactic and scientific qualification:**

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Gestione risorse umane - Selezioni e gestione giuridica

email: [selezionipersonale@unibg.it](mailto:selezionipersonale@unibg.it) - pec: [protocollo@unibg.legalmail.it](mailto:protocollo@unibg.legalmail.it) - telefono: 035 2052.876



**Didactic qualification:** The candidate is expected to have a robust teaching experience in the courses relevant to the academic discipline, both in graduate and in postgraduate courses.

**Scientific qualification:**

The candidate is expected to have a broad and in-depth knowledge of the topics and main areas of investigation of normative ethics, metaethics and applied ethics proper to SSD M-FIL/03, as well as bioethical reflection, considered in its theoretical and epistemological aspects. He/she is also expected to be author of publications with a unquestionable international relevance, bringing significant contributions to the current ethical debate. His/her scientific results have to be consistent with the academic discipline, continuous across time and come out for high-profile publishers and journals. Participation as a speaker at national and international conferences will also be taken into account.

**Specific functions required:**

**Didactic commitment:**

The candidate is expected to teach courses of any level relevant to the field of the academic discipline, according to the teaching programs of the Department.

**Scientific commitment:**

The candidate's research activity will be consistent with the academic discipline, provided of international value and apt to promote research projects, also interdisciplinary.

**Location:** Bergamo

**Maximum number of publications:** 12

**Language Expertise Scrutiny:** nothing

➤ **DEPARTMENT OF FOREIGN LANGUAGES, LITERATURES AND CULTURES**

• **SELECTION CODE: 4**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 10/M- Germanic and slavic languages, literatures and cultures

**Academic recruitment field:** 10/M1 - Germanic languages, literatures and cultures

**Academic discipline:** L-LIN/14 - Language and translation - German

**Elements of didactic and scientific qualification:**

**Didactic qualification:** Teaching experience at University level in BA, MA and PhD programmes, concerning the academic discipline defined by the SSD.

**Scientific qualification:** Scientific research experience, documented by relevant publications, on different topics concerning the German language, teaching of German as a Foreign Language, also in relation to competences needed in academic settings, as well as interactions in different communicative contexts with special focus on prosodic, pragmatic and syntactic characteristics of spoken German.

Membership of research centres and of Italian or international scientific societies; participation in and organization of national and international conferences. Research experience in working groups and/or national and international research projects. Publications in series and journals of national and international relevance.

**Specific functions required:**

**Didactic commitment:** Teaching activities to be carried out in the specific areas of the scientific-disciplinary sector of reference in the Bachelor and Master degree courses of the Department of Foreign Languages, Literatures and Cultures of the University of Bergamo.

**Research commitment:** Research activities shall mainly concern issues which are relevant to the academic discipline (SSD L-LIN/14 - German Language and Translation). Special consideration will be given to applied research, documented by the quality of the publications. Oral communication will be considered a priority area to be investigated in a synchronic and comparative perspective with Italian and supported by a full command of methodological tools in the field of digital corpora and interactional analysis of data.

**Location:** Bergamo



**Maximum number of publications: 12**

**Language Expertise Scrutiny:** Competence in the German language will be assessed on the basis of the publications presented by the candidate.

➤ **DEPARTMENT OF MANAGEMENT, ECONOMICS AND QUANTITATIVE METHODS**

• **SELECTION CODE: 5**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 13/B – Business administration and management

**Academic recruitment field:** 13/B1 – Business administration and accounting studies

**Academic discipline:** SECS-P/07 – Business administration and accounting studies

**Elements of didactic and scientific qualification:**

**Didactic qualification:** the candidate must have achieved a high level of general expertise in the fields of business administration and accounting as well in the other fundamental subjects of SECS-P/07 sector, and having competence according to the declarations of the same sector.

Furthermore, the candidate must have at least three years of qualified teaching experience, both in Italian and in English, on Italian and/or foreign three-year bachelor's degree courses, master's degree courses and/or Ph.D. courses, in subjects in the SECS-P/07 sector.

**Scientific qualification:** the chosen applicant must have proven and high level scientific expertise, in particular in the international context, to be able to perform research activity on the topics of the SECS-P/07 sector.

**Specific functions required:**

the candidate must carry out at least 120 hours of teaching activities, both in English and Italian, including full availability and commitment on the basic courses of accounting and business administration, as well as in the field of master's degree Course in Business Administration, Professional and Managerial Accounting LM-77). Research and high-level publications will also be considered essential as a duty towards the institution.

**Service activity:** the candidate will also be required to participate actively in the Department's organisational activities.

**Location:** Bergamo

**Maximum number of publications:** 10

**Language Expertise Scrutiny:** English

➤ **DEPARTMENT OF HUMAN AND SOCIAL SCIENCES**

• **SELECTION CODE: 6**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 11/D – Pedagogy and educational theories

**Academic recruitment field:** 11/D2 – Methodologies of teaching, special education and educational research

**Academic discipline:** M-PED/03 – Methodologies of teaching and special education

**Elements of didactic and scientific qualification:**

**Didactic qualification**

Teaching experience, both of disciplinary and laboratory type, on the topics of teaching and learning, educational techniques and technology, both in school and in the broader context of education and training (classroom and distance teaching).

**Scientific qualification**

Qualified and congruous experience of national and international scientific research of theoretical and empirical nature concerning teaching, training, and curriculum and career counselling in the various educational contexts. In particular, full theoretical and practical mastery of quali-quantitative methodologies is required in research on teaching and learning, educational techniques and technology both in school and in the broader context of education and training.





**Specific functions required:**

**Teaching commitment:** Classroom and distance teaching of the topics of teaching and learning, educational technology and combined work and study experience at the Department of Human and Social Sciences, at Bachelor's and Master's degree level and at the Master's degree in Teacher education.

**Scientific commitment:** It will be carried out, both nationally and internationally, mainly in relation to the topics of teaching and learning, educational techniques and technology, with constant interaction with the professors and researchers of the Department for disciplinary and interdisciplinary research. Furthermore, a particular commitment is required in carrying out institutional, organizational and relational tasks with schools and other educational and training institutions in the area, developing participatory scientific research activities on the topics of teaching and learning.

**Location:** Bergamo

**Maximum number of publications:** 12

**Language Expertise Scrutiny:** The English language skills will be assessed on the basis of the publications presented by the candidate.

➤ **DEPARTMENT OF MANAGEMENT, INFORMATION AND PRODUCTION ENGINEERING**

• **SELECTION CODE: 7**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 09/B - Manufacturing, industrial and management engineering

**Academic recruitment field:** 09/B3 - Business and management engineering

**Academic discipline:** ING-IND/35 - Business and management engineering

**Elements of didactic and scientific qualification:**

The required teaching effort is related to the classic topics of the ING-IND/35 scientific sector. Coherently with the department needs the candidate must have a significant teaching experience on the topics of strategic management and business administration. The ability to teach in English is required.

The required research effort is related to the coordination and execution of research and publication of scientific results in the typical topics of the ING-IND/35 scientific sector with specific attention to the topics of innovation management and entrepreneurial strategies. The candidate must have a specific experience in international projects on the mentioned topics, preferably in cooperation with public and private institutions.

**Specific functions required:**

Teaching duties are referred to the typical topics of the ING-IND/35 scientific sector, with particular attention to strategic management and business administration.

Research duties are referred to the topics of innovation management and entrepreneurial strategies, and the development of international research on these topics.

**Location:** Dalmine

**Maximum number of publications:** 12

**Language Expertise Scrutiny:** English.

## Section 2

### Requirements for attending the selection

The following subjects will be admitted to the selection procedure:

- a) candidates who achieved a national scientific habilitation, in compliance with s. 16 of Law 240/2010 for the same examination sector or otherwise one of the examination sectors comprised in the same academic field and for the purpose of the procedure functions, or for higher functions provided they are not yet in possession of the same higher functions;



- b) candidates who achieved a II level university professor habilitation, in accordance with Law no. 210/1998, limited to the validity period of the latter;
- c) professors in service at other Athenaeums at the same level of the announced selection;
- d) scholars permanently engaged abroad in university research or teaching activities having equal level as the one required by the announcement, based on the correlation tables defined by the Ministry (D.M. n. 662 dated 01.09.2016 and s.m.i.).

The following subject will not be admitted to the selection procedure:

- in compliance with the dispositions of s. 18 para 4 of Law 240/2010, those who -over the last three years- served or received research grants or otherwise enrolled in any university course at the Università degli Studi di Bergamo;
- those who are excluded from enjoying civil and political rights;
- those who were removed or discharged from office by any Public Body for insufficient yield, or were dismissed from any other public engagement, in accordance with s. 127 para d) of D.P.R. 10.1.1957, no. 3;
- candidates having any relationship or kinship, up to and including three times removed relatives, either with a professor belonging to the Department issuing the call or with the Chancellor, the Director General and any member of the Board of Directors at the Athenaeum.

The requirements needed to obtain admission must be owned up to the deadline of the application submission period.

This Administration guarantees parity and equal opportunities to both men and women for access and treatment on the job.

### **Section 3**

#### **Disqualification from selection**

The following reasons cause disqualification:

- failure to sign the application form;
- deficiency of admission requirements as per s. 2;
- failure to meet the deadline and procedures for submitting the application (including attachments and publications);
- sending a number of publications higher than the requested number.

The candidates may be admitted subject to verification in case of supplementary investigation requirements; in this case, they are asked to regularize their application within the terms peremptorily assigned.

The Administration may arrange, at any moment, the exclusion of candidates lacking one of the requirements needed for this announcement; the exclusion will be declared by rectoral decree and delivered to the person concerned by registered mail with return receipt or equivalent.

### **Section 4**

#### **Application procedure and submission deadline**

In order to take part to the selection procedure, the candidate must present an application on unstamped paper according to the scheme attached to this announcement within the peremptory time limit of 30 days, starting from the day following the publication of the notice regarding this announcement in the Gazzetta Ufficiale. In case such date falls on a public holiday, the due date is postponed to the first working day thereafter.

The application, duly signed, must be addressed to the Chancellor in a sealed envelope and delivered in one of the following ways:

- delivery by registered mail with signed return receipt or equivalent sent to the Università degli Studi di Bergamo - Gestione risorse umane - Selezioni e gestione giuridica (Human Resources Management - Selection and legal management) - Via dei Caniana, no. 2, 24127 Bergamo; in the event of placing a request using this procedure, the applicant must give the date and details of the shipment to the email address [selezionipersonale@unibg.it](mailto:selezionipersonale@unibg.it);
- delivery by means of certified electronic mail (PEC) to the address [protocollo@unibg.legalmail.it](mailto:protocollo@unibg.legalmail.it), sending -in Pdf format- the application and all related attachments along with an identification



document (quoting "*Application for II level professor selection procedure*" in the subject, indicating the examination sector, the scientific discipline sector and the candidate's name). The application must originate from another PEC address, exclusively. It should be noted that the transmission of the certified electronic mail message is documented by the receipt of acceptance and the receipt of occurred delivery coming from the mail provider, as provided by s. 6 of D.P.R. 11.02.2005, no. 68 (the system allows the exchange of messages having a total maximum size of 100 MB; it is possible to send or receive messages with attachments up to 70 MB in size).

In order to abide by the deadline, the following will attest reception: the post office date-stamp in case of applications sent by return mail and the message's forwarding date for applications sent by PEC electronic mail.

The applications (and publications) will not be considered if sent beyond the deadline established by this announcement, or if sent by means of non-certified electronic mail addresses.

In the case of forwarding from a PEC not headed to the candidate, the obligation to sign the application autograph is considered fulfilled by attaching a copy of a valid identity document of the declarant to the duly completed application.

The wording "*Application for II level professor selection procedure*" followed by the indication of the examination sector, the scientific discipline sector and the candidate's name must be written on the envelope containing the application and on all related attachments and publications.

## **Section 5**

### **Application form**

In the application form, to be completed using the sample form attached to this announcement (cf. Annex A), which is also available at the web address <http://www.unibg.it> under the *Concorsi e selezioni (Announcements & Selections)* section, the candidate must declare his first and last names, date and place of birth, tax code and address of residence; a mailing address, elected for the purpose of the application must also be mentioned, along with a phone contact and an electronic mail address, eventually PEC.

The candidate, under his own responsibility and in accordance with the dispositions of D.P.R. 445/2000 as amended and supplemented, must also declare that he/she:

- a) holds an Italian citizenship or the citizenship of another member State in the European Union or else is a relative of a citizen belonging to one of the member States of the European Union who, while being a citizen of a member State, holds a residence permit or a permanent residence permit or else is a citizen of third Countries and holds an EU long-term residence permit or else holds a refugee status or else holds a subsidiary protection status;
- b) for Italian citizens: is listed in election rolls, specifying the municipality or eventually indicating the reasons why he is not listed or why he was removed from them; for foreign citizens (citizens of the European Union member States, or their families or citizens of third Countries as shown in the preceding letter) enjoys civil and political rights in the Country of citizenship or origin or else the reasons why he/she cannot enjoy them;
- c) enjoys civil and political rights;
- d) meets physical fitness requirements needed for the employment referred to by the selection;
- e) is not excluded from active political electorate;
- f) was not removed or discharged from office by any Public Bodies on the basis of persistently insufficient yield, that is, was not dismissed from any public employment, as provided by s. 127, letter d) of the Presidential Decree (D.P.R.) 10.01.1957, no. 3;
- g) has not been found guilty of criminal offences and does not have any pending criminal proceedings or else lists such convictions indicating the details of all related judgements and any pending criminal proceedings;





- h) his position in terms of compulsory military service, only for Italian male citizens born within 1985.

In the application form, the candidate will also specifically indicate:

- a) to belong to one of the following categories:
- Candidates who achieved a national scientific habilitation, in compliance with s. 16 of Law 240/2010 for the same examination sector or otherwise one of the examination sectors comprised in the same academic field and for the purpose of the procedure functions, or for higher functions provided they are not yet in possession of the same higher functions;
  - Candidate achieved habilitation for II level university associate professorship, in compliance with Law no. 210/1998 and limited to the validity of the latter;
  - Professors already holding positions in other Athenaeum at the same level as the one offered by this selection announcement;
  - Scholars permanently engaged abroad in research or education activities at university level, thereby holding a position of a corresponding level to the one offered by this announcement, based on the correlation tables defined by the (D.M. n. 662 dated 01.09.2016 and s.m.i.).
- b) Over the last three years, has not served, has not received research grants and did not enrol in any university course at the Università degli Studi di Bergamo.
- c) does not have any relationship or kinship, up to and including three times removed relatives, either with any professor belonging to the Department issuing the call or with the Chancellor, the Director General and any member of the Board of Directors at this University.

Candidates wishing to apply for several places, must submit separate applications and any attachments for each of them, taking care to indicate the selection code relating to the application of interest.

Any address changes must be promptly reported to the Selection Office and Legal Office.

Candidates with non-Italian citizenships shall also have to declare to possess an adequate knowledge of the Italian language.

The following must be attached to the application form:

1. photocopy of a valid identification document;
2. *curriculum vitae* describing educational and scientific activity, dated and signed;
3. personal sworn declaration, as per Decree D.P.R. 445/2000 (cf. Annex C), certifying full mastery of anything reported in the *curriculum vitae*;
4. numbered list, dated and signed, of all produced scientific publications (Annex B);
5. publications and works that the candidate wishes to assert to the purpose of the procedure, numbered in progressive order matching the relating numbered list; copies or digital form files of the publications must be accompanied by an affidavit (cf. Annex D);
6. any independent-opinion cover letter (maximum three) signed by Italian or foreign experts, external to the Università degli Studi di Bergamo, about the scientific activity of the candidate (copies or digital form files of the letters must be accompanied by an affidavit, cf. Annex D).

The University Administration assumes no responsibility in case the addressee is unreachable or unavailable or in case of dispersion of notices caused by inaccurate indication of the mailing address on the candidate side or on cases of missed or late notice of changes in the mailing address mentioned in the application. Furthermore, the Administration cannot be held responsible for missed or late deliveries of notices related to the selection on grounds that are not attributable to the Administration itself, such as post or telegraph mishandlings, third-party faulty behaviour, fortuitous or force majeure events.

The Administration reserves the right to proceed with suitable checks on the veracity of the contents shown in sworn declarations, as ruled by D.P.R. 445/2000.

We inform you that, as of 1<sup>st</sup> January 2012 in accordance with the dispositions of Law 183/2011, it is forbidden for public bodies and for public service overseers to request the exhibition or the submission of certificates issued by other public bodies in matters of personal status, features and facts. Therefore, the Athenaeum may not accept, nor request, any certificate in replacement of sworn



declarations and affidavits, which must be submitted in substitution of such certificates (sample forms are available in Annexes C and D of this announcement).

The certificates issued by the bodies in charge of the foreign applicant's Country must be compliant with current regulations of that Country and, also, must be sworn before and certified by the Italian consulate in charge.

A translation into Italian must be attached to acts and documentation that are issued in foreign languages, after certification by an Italian diplomatic or consular delegation.

Making reference to documents or publications previously surrendered to this or to other administrations or making reference to any documentation attached to applications for other selections is not allowed.

### **Section 6 Publications**

The scientific publications that the candidate wishes to enforce, for this purpose of the comparative procedure, numbered in progressive order in accordance with the related list (c.f. annex B), must be sent along with the application within the peremptory deadline fixed by s. 4. The candidate must specify which publications shown in the *curriculum vitae* should be considered by the Commission for the purposes of the procedure, not exceeding the maximum number established by the announcement.

Any work published after 1.1.1990 must be compulsorily produced in electronic format (PDF format on a non-modifiable CD-ROM followed by a declaration stating that the contents are a certified copy of the originals - c.f. annex D) or else, unless the candidate declares proven impossibility, it will be possible to submit the original work or a copy of it (certified by means of a sworn declaration as per current laws).

The publication list must match the publications supplied to the purposes of the procedure.

Only publications and texts that are accepted for publication in accordance with current Laws are considered appreciable, as well as essays included in collectanea and articles issued in journals, either printed or in electronic form, with the exception of internal notes and departmental reports.

The date and place of publication or, alternatively, an ISBN code or equivalent must appear for works printed abroad.

All works printed in Italy up to 1st September 2006 must meet the requirements provided by the Royal Lieutenant Legislative Decree of 31 August 1945 no. 660; as of 2<sup>nd</sup> September 2006 the requirements of Law 106/2006 and of D.P.R. 252/2006 must be met. The fulfilling of the above obligations must be certified by suitable documentation attached to the list of publications or by a sworn declaration issued by the candidate under his own responsibility as ruled by D.P.R. no. 445/2000.

Publications must be submitted in their original language form and translated into one of the following languages: Italian, English, French, German or Spanish. The translated texts can be supplied in typewritten form along with the printed text in the original language.

For procedures referring to linguistic subjects, the submission of publications will be accepted in the original language or in one of the languages for which the announcement is made, even if different from those shown in the preceding paragraph.

A candidate taking part to more than one comparative evaluation procedure must deliver as many lots of publications as the number of the comparative evaluation procedures he is subscribing to.

### **Section 7 Commission of Evaluation**

For each selective procedure, by chancellor decree, based on the proposal submitted by the department requesting contract activation, a Commission of Evaluation is nominated formed by three members chosen among I and II level professors, or equivalent level, belonging to the same academic recruitment field. For the composition and the modalities of the constitution of the Commission, is to refer to the current University Regulations on the subject.



The composition of the Commission is made official when published on the website of the Athenaeum of the chancellor decree designating the Commission. Candidates may elect to decline any of the commissioners within 10 days from the date of publication.

The Commission elects a President and a Secretary among its Members.

The Commissions operates in a collegial way, acquiring its own absolute majority decisions, and may avail itself of telecommunication devices.

## **Section 8**

### **Selective procedure processing method**

The Commission, upon its first assembly, after each member about declares the lack of incompatibility causes for his nomination and the lack of any conflicts of interest thereabout, foreordains the evaluation criteria for each *curriculum vitae*, scientific publications and research and teaching activities.

Such criteria shall have to be established in respect of internationally renowned quality standards, taking into account the guidelines established by D.M. 4.8.2011, no. 344 as well as any teaching and scientific qualification elements required by the Department and considered to be necessary for covering the position.

The adopted criteria will be rendered public by publishing them on the website's special section "*Concorsi e selezioni*" (Announcements and contests); after that, the Commission may proceed with its work.

The Commission states a motivated judgement on the *curriculum vitae*, on the scientific publications and on the teaching and research activity of each candidate; should there be a multiplicity of candidates, the evaluation procedure shall be executed with modalities that guarantee their comparison.

The Commission, at the end of their work, formulates a merit ranking and indicates the winner following the decision reached by the majority of the members, by selecting the best-qualified candidate qualified for the teaching and the scientific functions recalled by the announcement.

## **Section 9**

### **Works of the Commission**

The Commission completes its works within three months since the Chancellor's decree of appointment.

The Chancellor may extend, only once and for not more than one months, the deadline for the completion of the selection on the grounds of proven reasons pointed out by the President of the Commission.

If, after the deadline, the resulting acts are not produced, the Chancellor will proceed to dismiss the Commission and will nominate a new one in replacement.

## **Section 10**

### **Verification of act regularity**

The acts surrendered by the Commission are approved with rectoral decree within thirty days from delivery to the office in charge.

Should the Chancellor observe any irregularity in the acts relating to the procedure, he will return them to the Commission with a motivated provision, fixing a deadline for supplementary investigation. The final summary report of the works and the relative attachments will be published on the University website and transmitted to the Structure concerned for the purpose of the proposed call for competences.



### **Section 11**

#### **Call of the selected candidate**

Once the procedure is complete, the Department Council proposes the selected candidate's call within 60 days from act approval.

The Department's proposal resolution is adopted according to the methods described in s. 12, paras 2, 3 and 4 of Athenaeum Regulations, ruling comparative evaluation procedures for the call of I and II level professors in compliance with the provisions of Law 240/2010.

### **Section 12**

#### **Statutory rights, duties, compensation and welfare treatment**

The statutory rights and duties of the professor are those provided by current law in terms of teaching staff legal status, and those contained in the current Ethic Code.

The professor is required to observe the provisions of the University regulations in force as regards the research integrity and ethics.

Compensation and welfare treatment are the ones owed to II level professors as provided by the laws regulating this subject.

### **Section 13**

#### **Handling of personal data**

In accordance with articles 13 and 14 of Regulation (EU) 2016/679 (GDPR), on the protection of personal data, and with D. Lgs. n. 196 /2003 and subsequent amendments, it is made known that data is controlled and managed by the legal representative of the University of Bergamo, via Salvecchio 19, - 24129 Bergamo.

Data will be collected exclusively for the present bid purposes and will be kept only for the necessary time to complete the relevant procedures. The data treatment controller will be appointed within the managing unit in charge of bidding procedure, who will carry out the treatment with all due respect of propriety, legitimacy, scope, transparency and confidentiality of the treatment; and data will be used exclusively for purposes connected to the selection to the possible recruitment, as well as management of the following employment position, in compliance with current regulations. Data will be kept for the necessary time to accomplish the selection purposes, subject to the application of norms on document retention, and will be transferred uniquely to public administration bodies directly concerned with the juridical and economic position of the selected applicant, treated in compliance with current regulations and used for personal, welfare, insurance and fiscal position management. Data will be handled by appointed staff through the acquisition of printed and electronic documents and using, even digitalised, filing procedures, to guarantee confidentiality; data treatment will be carried out through a coordinated organization and processing system, applying elevated safety standards. Furthermore, data will not be used for profiling. Applicants who have provided their personal data will be able to access it and exercise their rights as by art. 16 to 22 of GDPR UE 2016/679. Any safeguard request can be addressed to the University Data Protection Officer, who can be contacted through the university website (Privacy and Personal Data Protection section), e-mail [dpo@unibg.it](mailto:dpo@unibg.it). In addition to the right of complaint which can be presented to the Italian Data Protection Authority, Piazza Venezia 11, 00187 Roma.

By presenting their application, candidates thereby authorise and fully consent to publication on the University institutional website of all information concerning the current bid, their own data and the contents of their CV in accordance with 111-bis of D.Lgs.196/2003 stating that, within the scope limits defined by art. 6, par. 1, letter b), of the Regulation, consent is not due for personal data present in a submitted CV.



#### **Section 14**

##### **Return of documents and publications**

The return of publications deposited at the *U.O. Selezioni e gestione giuridica* (O.U. Selections and Legal Matters), Via Dei Caniana, 2 - 24127 Bergamo will take place, upon candidate's request, after the terms for contingent rights of appeal have elapsed, except for cases where controversies are in place.

The candidate (or any other subject holding his mandate) may arrange, by appointment, the collection of publications at the appointed offices of this Administration.

After six months from rectoral decree approving the procedure's acts, this Administration will no longer be responsible for the conservation or restitution of the documents deposited at its offices.

The publications belonging to the selected winners will be deposited at our *Dipartimento di afferenza (Pertainment Department)*.

#### **Section 15**

##### **Advertisement**

This announcement is published in the Gazzetta Ufficiale IV Special Series - Contests and exams, on the MIUR and European Union websites as per s. 18, para 1 letter a) of Law 240/2010 in form of notice and in the Official Register of the University of Bergamo.

The full contest announcement and any related forms will be published online at the University website <http://www.unibg.it> in the special section "*Concorsi e selezioni*" (*Announcements and Selections*).

Further information may be obtained from our Servizi Amministrativi Generali (General Administration Services) - Unità organizzativa Selezioni e gestione giuridica (O.U. Selections and Legal Matters), Via dei Caniana, 2 - 24127 Bergamo, e-mail [selezionipersonale@unibg.it](mailto:selezionipersonale@unibg.it) - telephone 035 2052 876, fax 035 2052 862.

#### **Section 16**

##### **Manager of the procedure**

The person in charge for the selection procedure in this announcement is Dr. William Del Re, Manager of Direzione personale, logistica e approvvigionamenti (Director Personal management, logistics and procurement), Via dei Caniana, 2 - 24127 Bergamo, telephone 035 2052 876 - fax 035 2052 862, electronic mail address: [selezionipersonale@unibg.it](mailto:selezionipersonale@unibg.it)

#### **Section 17**

##### **Final provisions**

Anything not explicitly provided by this announcement is ruled by Law 240/2010 as amended and supplemented and by University Regulations, in relation to procedure disciplines for calls of I and II level professors, as provided by the above-mentioned Law or by any other norm on the subject.

Bergamo

THE CHANCELLOR  
(Professor Remo Morzenti Pellegrini)

Documento firmato digitalmente  
ai sensi dell'art. 24 del D. Lgs.82/2005