



**UNIVERSITÀ
DEGLI STUDI
DI BERGAMO**

Direzione personale
logistica
e approvvigionamenti

Gestione risorse umane
Gestione giuridica
e selezioni personale docente e ricercatore

RMP/WDR/gg/il/mz

**PUBLIC SELECTION PROCEDURE FOR THE RECRUITMENT OF NO. 2 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 qualification, 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, no. 196 "Code regarding the protection of personal data" and further modifications;
HAVING CONSIDERED the D.L. 29.10.2019 no. 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" converted with amendments by Law 20 December 2019, no. 159 (in the Official Gazette 28/12/2019, no. 303).
HAVING CONSIDERED the Statute of the University of 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 Chancellor's decree Rep. 505 of 6.11.2012 and amended, at last, with Chancellor Decree Rep. no. 469/2021 of 10.06.2021;
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/I/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 II level university professor position deliberated by the Department of Foreign languages, literatures and cultures on its 19.01.2021 session, and the request for the covering of one II level university professor position deliberated by the Department of Human and social sciences on its 25.02.2021 session;

HAVING ACKNOWLEDGED that, with decision of the Board of Governors of 02.03.2021, upon favourable opinion expressed by the Academic Senate on its 01.03.2021 session, the planning of the position 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 in the last three years have not served as full professor, associate professor, permanent researcher, fixed-term researcher referred to in article 24, paragraph 3, letters a) and b), nor were assigned a research grant nor enrolled in any university courses 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 University of Bergamo:

➤ DEPARTMENT OF FOREIGN LANGUAGES, LITERATURES AND CULTURES

SELECTION CODE: 1

Vacancies: no. 1

Group of academic recruitment fields: 10/E1 - Medieval latin and romance philologies and literatures

Academic recruitment field: 10/E1 - Medieval latin and romance philologies and literatures

Academic discipline: L-FIL-LET/09 - Romance philology and linguistics

Elements of didactic and scientific qualification:

Didactic qualification:

experience of university teaching of romance philology at the different levels of higher education: bachelor and master degrees besides PhD.

Scientific qualification: consolidated research experience, documented by a high-profile international scientific production in the field of studies that investigate the development of Romance languages and literatures, with particular regard of the medieval phase. The scientific production includes critical editions and studies conducted using the methodologies of textual criticism and historical linguistics, and based on the analysis of original texts, with an in-depth study of stylistic and rhetorical aspects.

Specific functions required:

Teaching commitment: required teaching activities will be carried out in the specific fields of the scientific-disciplinary sector of reference of bachelor degree course in "Modern foreign languages and literatures" and in the master degree internationalized course in "Intercultural Studies in Languages



and Literatures" in the Department of Foreign Languages, Literatures and Cultures of the University of Bergamo.

Scientific commitment: the research activity will be carried out in the specific fields of the scientific-disciplinary sector of Linguistics with particular regard to critical editions and the methodology of their elaboration, textual, stylistic and rhetorical criticism and studies on translation in the field of medieval varieties of Romance languages. Interaction and collaboration with the Department's teaching staff within the initiatives promoted in the framework of the Department of excellence is also expected.

Location: Bergamo

Maximum number of publications: 12

Language Expertise Scrutiny: competence in English is assessed on the basis of the submitted publications.

➤ **DEPARTMENT OF HUMAN AND SOCIAL SCIENCES**

SELECTION CODE: 2

Vacancies: no. 1

Group of academic recruitment fields: 14/C - Sociology

Academic recruitment field: 14/C2 - Sociology of culture and communication

Academic discipline: SPS/08 - Sociology and culture of communication

Elements of didactic and scientific qualification:

Didactic qualification:

The candidate must have a consolidated teaching experience in the field of the SSD SPS/08, in first and second degrees and doctoral programs, with particular reference to the themes of sociology of culture (in particular, perspectives sociological studies on globalization, identity, advanced modernity, social change).

Scientific qualification:

The candidate must have an in-depth knowledge of the topics and main areas of investigation of the SSD SPS/08, with particular reference to the cultural side. The interest is mainly aimed at the social and cultural processes of advanced modernity related to globalization, identity and social change. The candidate must be author or co-author of publications congruous with the sector and characterized by high editorial placement, also with reference to the classification criteria of publications established by ANVUR. The participation of the candidate, as scientific referent, organizer or speaker, in national and international conferences and congresses will be taken into consideration. The candidate must also demonstrate planning skills in regards to the European funding and tenders.

Specific functions required:

Teaching commitment:

The candidate must carry out his/her teaching commitment in the specific fields of the scientific-disciplinary sector of reference in the Bachelor's and Master's Degree Programs of the Department of Human and Social Sciences of the University of Bergamo.

Scientific commitment:

A commitment in the research activities consistent with the SSD is required, enhancing the international profile and promoting national and international research projects, including interdisciplinary ones, in the context of EU and supranational funding programs. The research activity, with high-level publications, will also be considered essential towards the institution.

An adequate level of commitment will also be required in terms of institutional activities of the Department of Human and Social Sciences of the University of Bergamo.

Location: Bergamo

Maximum number of publications: 12

Language Expertise Scrutiny: knowledge of at least one foreign language between English and French is required, the assessment of which will be carried out by the Commission of selection on the basis of the curriculum, qualifications and publications presented.



Section 2

Requirements for attending the selection

The following subjects will be admitted to the selection procedure:

- a) candidates who achieved a national scientific qualification, 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 qualification, 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. no. 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 as full professor, associate professor, permanent researcher, fixed-term researcher referred to in article 24, paragraph 3, letters a) and b), or have been awarded research grants or enrolled in university courses at University of 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 Chancellor's 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 University of Bergamo - office Servizio Gestione risorse umane - Gestione giuridica e selezioni personale docente e ricercatore (Human Resources Management - Selections office and legal management for professors and researchers), - 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;
- delivery by means of certified electronic mail (PEC) to the address 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 qualification, 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 qualification 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. no. 662 dated 01.09.2016 and s.m.i.
- b) over the last three years has not served as full professor, associate professor, permanent researcher, fixed-term researcher referred to in article 24, paragraph 3, letters a) and b), or has not been awarded research grants or enrolled in university courses at University of 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 Selections office and legal management for professors and researchers.

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 University of 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 1st 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.

Referring to documents or publications previously surrendered to this or to other administrations or referring 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 2nd 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 month, 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 Chancellor's 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. no. 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 contract drafting, 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. 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 office Servizio Gestione risorse umane - Office Gestione giuridica e selezioni personale docente e ricercatore (Human Resources Management - Selections office and legal management for professors and researchers), 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 Chancellor's 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* (Department of Pertinence).

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 office Servizio Gestione risorse umane - Office Gestione giuridica e selezioni personale docente e ricercatore (Human Resources Management - Selections office and legal management for professors and researchers), Via dei Caniana, 2 - 24127 Bergamo, e-mail selezionipersonale@unibg.it - telephone 035 2052 876.

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



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procurement), Via dei Caniana, 2 – 24127 Bergamo, telephone 035 2052 876, electronic mail address:
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
(Prof. Remo Morzenti Pellegrini)

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