



UNIVERSITÀ  
DEGLI STUDI  
DI BERGAMO

Area  
Risorse Umane

Gestione carriere  
e concorsi  
Docenti e ricercatori

## CHANCELOR DECREE

Data that can be deduced from the registration in the protocol:  
Repertoire Number, Protocol Number, Title,  
Class File Attachments and References

### **SUBJECT: PUBLIC SELECTIONS PROCEDURES FOR THE RECRUITMENT OF NO. 6 I LEVEL UNIVERSITY PROFESSOR BY CALL AS PER S. 18, PARAS 1, OF LAW NO. 240 OF 30.12.2010, AT THE UNIVERSITÀ DEGLI STUDI DI BERGAMO - CALL.**

#### **THE CHANCELLOR**

HAVING CONSIDERED Law 7.8.1990, no. 241 as amended and supplemented "*New rules on administrative procedure*";  
HAVING CONSIDERED the D.P.C.M. 174 of February 7, 1994 "Regulation laying down rules on the access of citizens of the Member States of the European Union to jobs in public administrations";  
HAVING CONSIDERED the Ministerial Decree of 4 October 2000 "Academic discipline" and subsequent amendments and additions;  
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 "General rules on the organization of work employed by public administrations";  
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 december 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 the MIUR note prot. n. 2330 of 20.04.2011;  
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 the D.P.R. 15 December 2011, n. 232 "Regulations for the discipline of the economic treatment of university professors and researchers, pursuant to article 8, paragraphs 1 and 3 of the law of 30 December 2010, n. 240";  
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 issued with DR rep. n. 92/2012 of February 16, 2012;

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 November 2012 and amended, at last, with Chancellor Decree Rep. no. 336/2019 of 17 June 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/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 requests for the covering of I level university professor positions deliberated by the Departments of Management, information and production engineering (19.07.2021 session), of Engineering and applied sciences (21.07.2021 session), of Management (27.07.2021 session), of Languages, literatures and cultures (27.07.2021 session), of Law (28.07.2021 session), of Human and social sciences (28.07.2021 session);

HAVING ACKNOWLEDGED that, with decision of the Board of Governors of 30.07.2021, upon favourable opinion expressed by the Academic Senate on its 30.07.2021 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, of Law 30.12.2010, no. 240 was authorized;

HAVING ASCERTAINED the financial resources;

## HEREBY DECREES

### Section 1

#### Announcement of the selection procedure

The public selections procedures are released for the recruitment by call, in compliance with s. 18, paras 1, of Law 30.12.2010, no. 240 and with current Athenaeum Regulations, regarding the following positions of I level Professor at the University of Bergamo:

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

##### **SELECTION CODE: 1**

**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:**

- **Didactic qualification:** the required teaching effort is related to the typical 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 general management, economics and business organization. The availability to teach in English is required.



- **Scientific qualification:** the required research effort is related to the coordination and execution of research and publication of scientific results in the field of economics and management of transportation systems and sustainable mobility. 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:**

- **Didactic commitment:** teaching duties are referred to the typical topics of the ING-IND/35 scientific sector, with particular attention to general management, economics and business organization, management accounting systems, transport economics and management.
- **Scientific commitment:** the required research effort is related to the coordination and execution of research projects and publication of scientific results in the field of economics and management of transportation systems and sustainable mobility.

**Location:** Dalmine

**Maximum number of publications:** 10

**Language Expertise Scrutiny:** English

➤ **DEPARTMENT OF ENGINEERING AND APPLIED SCIENCES**

**SELECTION CODE: 2**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 09/C- Energy, termomechanical and nuclear engineering

**Academic recruitment field:** 09/C1 – Fluid machinery, energy systems and power generation

**Academic discipline:** ING-IND/09 – Energy systems and power generation

**Elements of didactic and scientific qualification:**

- **Didactic qualification:** the candidate must have a high level of qualification and many years of teaching experience in the scientific sector of Energy and environment systems, such as Renewable Energy and Energy Systems.
- **Scientific qualification:** the candidate must have proven research experience in the modelling and optimization of integrated energy systems and renewable energy plants, as well as in the field of experimental investigation on turbomachinery and components of energy systems.
- The candidate must have experience in participating in national and international research projects and in scientific responsibility for research contracts with private companies.

**Specific functions required:**

- **Didactic commitment:** the candidate will carry out teaching activities in the degree programs at the School of Engineering. In particular, he/she will carry out his/her teaching activities through lectures and laboratory activities in courses of the scientific sector ING-IND/09 within the Master degree programs (in the class LM33) of the Department of Engineering and Applied Sciences (MSc Mechanical Engineering, MSc Mechatronics and Smart Technology Engineering).
- Within the MSc Mechatronics and Smart Technology Engineering, the candidate will coordinate the multidisciplinary Smart Living Technologies Laboratory, promoting the activation of training projects with local companies.
- **Scientific commitment:** the candidate will carry out research activities on topics typical of the scientific sector ING-IND/09, with particular reference to the development of energy technologies with high efficiency and low environmental impact and to the optimization of renewable energy systems. The candidate will also promote scientific collaborations with universities and research institutions on a national and international scale on topics related to the ecological transition.

**Location:** Dalmine

**Maximum number of publications:** 10



**Language Expertise Scrutiny:** English

➤ **DEPARTMENT OF MANAGEMENT**

**SELECTION CODE: 3**

**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 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:**

- **Didactic commitment:** 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.
- **Scientific commitment:** Research and high-level publications will also be considered essential as a duty towards the institution. 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 LANGUAGES, LITERATURES AND CULTURES**

**SELECTION CODE: 4**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 10/F – Italian studies and comparative literature

**Academic recruitment field:** 10/F2 – Contemporary Italian literature

**Academic discipline:** L-FIL-LET/11 – Contemporary Italian literature

**Elements of didactic and scientific qualification:**

- **Didactic qualification:** teaching experience at university level in Italian contemporary literature, also in a comparative and intermedial perspective and also in English in BA and MA courses and in national and international PhD programmes;
- teaching experience in foreign countries, especially in English and French.
- **Scientific qualification:**
- research experience documented by innovative publications of national and international relevance with particular reference to Italian Contemporary literature, from second half of the 18<sup>th</sup> to the 20<sup>th</sup> century, to genres belonging to high and mass literature (poetry, prose, theatre, travel literature), to intermedial processes and to the transcoding and rewriting of literary classics.
- Research experience in working groups and/or national and international research projects also as coordinator of local or central units;



- Organisation of/participation in international conferences and seminars in Italy and abroad;
- Membership in Italian and international research centres and scientific societies;
- *Participation in editorial boards* and direction of national and international scientific journals and series;
- *teaching experience and in national and international Schools of Graduate Studies* and joint PhD programmes;
- Assignments in various administrative-managerial areas of the University and of University Departments (and former Faculties).

**Specific functions required:**

- **Didactic commitment:** teaching commitments will be in the above mentioned areas of the academic discipline L-FIL-LET/11 Italian Contemporary Literature in BA and MA courses taught in the Department of Foreign Languages, Literatures and Cultures of the University of Bergamo. In particular, teaching commitments will be focused on the intercultural and comparative studies of the Department's study programs. Some teaching activities may be held in English.
- **Scientific commitment:** research activities will concern investigations in the fields set out in the above mentioned academic discipline, with special attention to the genres of high and mass literature (poetry, prose, theatre, travel literature) from the second half of the 18th to the 20th century, to intermedial processes (word and image, word and music), eventually in a comparative perspective and with a focus on European literature.
- The appointed professor will also interact and collaborate with the other professors and researchers of the Department- also concerning initiatives related to Excellence Department- by carrying out organizational and managerial tasks in the governance of the academic structure of reference.

**Location:** Bergamo

**Maximum number of publications:** 12

**Language Expertise Scrutiny:** Linguistic competence in both English and French will be assessed also on the basis of the publications submitted.

➤ **DEPARTMENT OF LAW**

**SELECTION CODE:** 5

**Vacancies:** no. 1

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

**Academic recruitment field:** 12/G1 – Criminal law

**Academic discipline:** IUS/17 – Criminal law

**Elements of didactic and scientific qualification:**

- **Didactic qualification:** Significant teaching experience with reference both to the general part of criminal law and to the special one, in particular to the international criminal law, the environmental criminal law and the criminal law of business and economy. Teaching competence projected in the general theory of crime and punishment, and also in the international and comparative sphere of criminal law.
- **Scientific qualification:** significant research and dissemination activities in the scientific community of reference, also by interdisciplinary analysis.

**Specific functions required:**

- **Didactic commitment:** the candidate will conduct educational activities with regard to the teaching of Criminal law (IUS/17) in the courses offered by the Department of Law as well as by the University, and by the "Accademia della Guardia di Finanza" of Bergamo.
- **Scientific commitment:** a robust research activity and the publication of relevant papers will be considered as a key requirement.

**Location:** Bergamo

**Maximum number of publications:** 20

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**Language Expertise Scrutiny:** German and English

➤ **DEPARTMENT OF HUMAN AND SOCIAL SCIENCES**

**SELECTION CODE: 6**

**Vacancies:** no. 1

**Group of academic recruitment fields:** 14/B – Political history

**Academic recruitment field:** 14/B1 – History of political thought and institutions

**Academic discipline:** SPS/03 – History of political institutions

**Elements of didactic and scientific qualification:**

- **Didactic qualification:** the candidate is required to attest teaching activities in the scientific disciplinary sector SPS/03–History of political Institutions, gained in bachelor's and master's degree courses.
- **Scientific qualification:** by her/his publications and her/his scientific activity, the candidate will prove to have analyzed the constitutional structures, the supporting State institutions and internal articulations with particular attention to historical and political aspects.

**Specific functions required:**

- **Didactic commitment:** teaching activities will concern subject matters of the academic discipline SPS/03 particularly in courses of the Department enhancing the features of the scientific qualification required. Relevance and attention will also be reserved for the promotion, management and coordination of seminar activities carried out in the department.
- **Scientific commitment:** the research activity and publications will focus on the History of Contemporary Political Institutions (social and economic as well) also in relationship with European Institutions (EEC and EU). At the same time, the candidate is required to collaborate with the other professors and researchers of the Department for promoting the disciplinary and interdisciplinary research. She/he is required to carry out the institutional and relational assignments with the local organizations, as an opportunity for scientific research in the field of History of Political Institutions (social and economic as well).

**Location:** Bergamo

**Maximum number of publications:** 12

**Language Expertise Scrutiny:** In-depth knowledge of English language is required: such knowledge will be checked through the examination of the documentation provided by the candidates.

## 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 I 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:

- 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 - Area risorse umane - Ufficio Gestione carriere e concorsi docenti e ricercatori - 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 I level professor selection procedure*" in the subject, indicating the selection code, 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 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 I level professor selection procedure*" followed by the indication of the selection code, 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 I 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 Ministry (D.M. no. 662 dated 01.09.2016 and s.m.i.).





- b) 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 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.

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 purposes 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 selection procedures must deliver as many lots of publications with attached list, as the number of the 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 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 I 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 and 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](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 office Area risorse umane - Ufficio Gestione carriere e concorsi docenti e ricercatori - 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 requested at the office Area risorse umane - Ufficio Gestione carriere e concorsi docenti e ricercatori - Via dei Caniana, 2 - 24127 Bergamo, e-mail [selezionipersonale@unibg.it](mailto: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. Domenico Panetta, Manager of Area risorse umane - Ufficio Gestione carriere e concorsi docenti e Ricercatori - Via dei Caniana, 2 - 24127 Bergamo, telephone 035 2052 876, 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

(Prof. Sergio Cavalieri)

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