



UNIVERSITÀ
DEGLI STUDI
DI BERGAMO

Area
Risorse Umane

Gestione carriere
e concorsi
Docenti e ricercatori

CHANCELLOR DECREE

*Dati desumibili dalla registrazione a protocollo:
Numero Repertorio, Numero Protocollo, Titolo,
Classe Fascicolo Allegati e Riferimenti*

SC/dp/eb

PUBLIC SELECTION PROCEDURE FOR NO.1 FIXED-TERM RESEARCHER AS PER S. 24, PARA 3, LETTER B) OF LAW NO. 240 OF 30.12.2010 FOR ACADEMIC RECRUITMENT FIELD 09/B2 – INDUSTRIAL MECHANICAL SYSTEMS ENGINEERING, ACADEMIC DISCIPLINE ING-IND/17 – INDUSTRIAL MECHANICAL SYSTEMS ENGINEERING AT THE DEPARTMENT OF MANAGEMENT, INFORMATION AND PRODUCTION ENGINEERING OF THE UNIVERSITY OF BERGAMO – PICA CODE 22RTDB005

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. 07.02.1994, no. 174 “Regulation about rules on the access of citizens of the Member States of the European Union to jobs in public administrations”;
HAVING CONSIDERED the D.M. 04.10.2000 “Scientific-disciplinary sectors” 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 the D.Lgs. 30.03.2001, no. 165 “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 30.12.2010, 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 MIUR Ministerial Notice prot. no. 2330 of 20.04.2011;
HAVING CONSIDERED D.M. no. 243 of 25.5.2011 regulating criteria and parameters for the preliminary evaluation of candidates in public selections of contract addressees as per s. 24 of Law no. 240 of 30.12.2010;
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 to the role of associated professor”;
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 the D.P.R. 15.12.2011, no. 232 “Regulation for the discipline of the remuneration of university professors and researchers, pursuant to article 8, paragraphs 1 and 3 of the law of 30 December 2010, n. 240”;
HAVING CONSIDERED the 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 the D.Lgs. 29.03.2012 no. 49 "Discipline for the planning, monitoring and evaluation of budget and recruitment policies of universities, in implementation of the delegation provided for by article 5, paragraph 1, of law no. 240 and for the achievement of the objectives set out in paragraph 1, letters b) and c), according to the regulatory principles and directive criteria established in paragraph 4, letters b), c), d), e) and f) and paragraph 5";

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 Ministerial Decree of 30 October 2015, No. 855 "Restatement of macro and bankruptcy sectors" and Ministerial Decree of 22 June 2016, No. 494 of rectification of Annex D of the Ministerial Decree 855/2016;

HAVING CONSIDERED the UE Regulation 2016/679 and the Legislative Decree 30 June 2003 no. 196 "Code on the protection of personal data" as amended and supplemented;

HAVING CONSIDERED the D.P.C.M. 13.11.2020 "Salary adjustment for non-contractual staff starting from 1 January 2020", published on Gazzetta Ufficiale no. 323 of 31 December 2020;

HAVING CONSIDERED the Statute of the University of Bergamo published with Chancellor Decree Rep. no. 92/2012 of 16.2.2012;

HAVING CONSIDERED Athenaeum's Regulations determining the procedures for employment of university researchers in accordance with Law 240/2010 dispositions, published with Chancellor decree Rep. 424/2012 of 1.10.2012 as 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. 14405/1/3 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 fixed-term researcher position as per s. 24, para 3, letter b) of Law 240/2010 deliberated by the Department of Management, information and production engineering in their 21st of January 2022 session;

HAVING ACKNOWLEDGED that, with decision of the Board of Governors of 1st of February 2022, upon favourable opinion expressed by the Academic Senate in its 31st of January 2022 session, the planning of the position requested by the Department was approved and authorized the issuance of an announcement;

HAVING ASCERTAINED the necessary funding from budget funds;

HEREBY DECREES

Section 1

Announcement of the selection procedure

The public selection procedure is released for no. 1 fixed-term researcher position at the University of Bergamo, in compliance with s. 24, para 3, letter b) of Law no. 240/2010 and with current Athenaeum's Regulations on that matter:

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

Positions: no. 1

Group of academic recruitment field: 09/B – Manufacturing, industrial and management engineering;

Academic recruitment field: 09/B2 – Industrial mechanical systems engineering;

Academic discipline: ING-IND/17 – Industrial mechanical systems engineering;

Research program:



The evolution of production and service systems, and the parallel development of the economic, social and environmental context, require an in-depth study of modern production and service delivery systems and related digital technologies. Faced with the pervasiveness of the latter and the increasingly challenging market expectations in terms of service, price, quality and sustainability, it is necessary to update and rethink the processes of design, implementation, maintenance, management and operation of production and logistics systems, related assets (both tangible and intangible) and decision-making and operational processes.

The research project aims to investigate at strategic, tactical and operational level the development of production and logistics systems in the perspective of the digitalization of processes, including service processes, contributing to the advancement of knowledge in the field of management and design of industrial plants and service delivery systems. The researcher will therefore carry out research activities with the aim of investigating the evolution of the sector in the terms indicated above, with particular reference, although not exclusive, to the digitization of processes and the use of digital and enabling technologies. Particular emphasis will also be given to sustainability.

Didactic activities provided for by the contract, including integrative and service didactics to students, and research activity characteristics:

The researcher will carry out teaching activity in the field of ING-IND/17 courses of the School of Engineering in compliance with current legislation and the University Regulations, according to the decisions of the competent bodies.

Commitment: full time

Service location: Bergamo

Maximum number of publications: 12

Oral examination to ascertain the knowledge of the language: English

Section 2

Requirements for attending the selection

The following candidates, including citizens of Countries outside the European Union, are admitted to the selection procedure:

- those holding a research PHD (or equivalent) achieved either in Italy or abroad.

A declaration of equivalence is required for educational qualifications achieved abroad, as provided by current norms on the matter. The equivalence of PhD obtained abroad is required at the Ministry of Education under the provisions of art. 74 of the Presidential Decree no. 382/1980. Alternatively, for admission to the competition, for educational qualifications obtained abroad is required equivalence statements or the declaration about the starting of the equivalence request to the qualifications required by the notice under the procedure laid down in art. 38 of D.Lgs. no. 165/2001 (see website <http://www.funzionepubblica.gov.it/strumenti-e-controlli/modulistica>). In that case the candidate is admitted under reservation to the selection and, if declared winner of the outcome of the competition, before signing the contract must produce proof of the equivalence of the qualification used for the purpose of admission.

- those who enjoyed:
 - a) triennial contracts as para 3 letter a) of s. 24 of Law 240/2010; or rather,
 - b) who achieved national scientific qualification for the second or the first professorship level as per s. 16 of Law 240/2010; or rather,
 - c) contracts stipulated in accordance with s. 1 para 14 of Law 230/2005 for at least three years; or rather,
 - d) Research grants, for at least three years - albeit not consecutive - as per s. 51, para 6, of Law 27 December 1997, no. 449, or research grants as per s. of Law 240/2010, or postdoctoral fellowships as per s. 4 of Law 30 November 1989, no. 398, as well as other comparable contracts, grants or fellowships in foreign athenaeums.



For admission to the selection procedures, research fellowship specified in Article 22 of Law no. 240/2010 are equivalent to those granted under the previous legislation referred to in Article 51, paragraph 6, of the law 27.12.1997 n. 449.

If the candidates intend to assert contracts, grants or scholarships gained at foreign universities as access requirement for their participation in the procedure, they are required to attach copies of documents certifying these activities in order to transmit them to the CUN for the opinion on the correspondence with the Italian positions by Ministerial Decree 662/2016 as amended and supplemented.

Contract duration as per s. 1 para 14 of Law no. 230 of 2005 may be cumulated to activity periods carried out under research grants (as per s. 51, para 6 or Law no. 449/1197 or as per s. 22 Law 240/2010) or under postdoctoral fellowships as per s. 4 of Law 30.11.1989, no. 398 as well as in the case of comparable contracts, grants or fellowships in foreign athenaeums.

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

- subjects previously hired long-term as first or second level professors or researchers, even if no longer in service;
- 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 General Director and any member of the Board of Directors at the Athenaeum.
- those who were contracted as research fellow or fixed-term researcher as per ss. 22 and 24 of Law 240/2010 at the University of Bergamo or other Italian public, private or online Athenaeums, as well as any other Body indicated in para 1 of s. 22 of Law 240/2010 for a length of time which, if summed to the duration of the contract in the announcement, exceeds 12 years in total, albeit not consecutive; periods of time spent on maternity or sick leaves do not count to the purpose of the duration of the aforementioned relationships, in accordance with current Laws.

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 Comparative evaluation disqualification

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) as mentioned under the following Art. 4.
- sending a number of publications higher than the requested number;
- failure to attach copies of documents relating to contracts, grants or scholarships in foreign universities.

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 preemptorily assigned.

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

Section 4



Application procedure and submission deadline

Under penalty of exclusion applications for participation in the competition, along with the relevant qualifications held and the relevant scientific publications, shall be submitted online through the following online application procedure:

<https://pica.cineca.it/unibg/>

The candidate will be able to register and access the platform using the Public Digital Identity System (SPID - security level 2). In case the candidate does not have one, he or she can request it according to the procedure indicated on the website www.spid.gov.it. Alternatively, the candidate can register and log in using the credentials released directly by the PICA platform.

It is of utmost importance to provide a valid email address in order to enable the registration process on the electronic procedure.

Applicants shall upload all personal and professional data as requested by the application procedure; all documents must be uploaded in PDF format (.pdf). Each applicant can produce a maximum of no. 30 publications and a maximum of no. 10 other documents.

Failure to comply with the online application procedure will result in exclusion of the applicant.

Prior to final submission, and within the given deadline for applications submission, the online application procedure allows to modify and save the inserted information in a draft copy.

Confirmation of final submission date will be certified by an automatic notification email.

Submissions after the given deadlines will not be accepted by the system, as the online application procedure won't be accessible.

Each application will be given a registration number. For all further communications, the registration number shall be quoted along with the code of the competition.

The online application and submission procedure shall be completed **by 4th of August, 2022 until 12:00 (Italian time).**

The submission of the online application must be completed and finalized:

- **no digital signature:** in this case the candidate have to download the pdf file of the application by the system; the PDF file shall not be modified in any way, it is to be printed, signed in original, scanned in a pdf file and uploaded again on the website;
- **sign the application on the server using ConFirma service:** in order to sign digitally the application it is necessary to have a hardware (e.g. smart card or USB with digital signature certificate issued by an approved certification body) compatible with ConFirma service; after signing, applicants can download the signed pdf application;
- **sign the application digitally on your PC:** In order to sign digitally the application it is necessary to have a hardware (e.g. smart card or USB with digital signature certificate issued by an approved certification body) and a software for digital signatures in order to create a pdf.p7m file from the pdf file downloaded from this site. The pdf.p7m file must be uploaded in the website again;
- **In case of submission of the application through SPID,** it will not be necessary to sign the application form as it is automatically acquired by the procedure.

The application must contain all the required data by the system and must be signed and accompanied by a valid identification document of the candidate, under penalty of exclusion.

For any technical problems, contact support through the link available in the footer.

Section 5 Application form

The applicant, filling the application, must declare, under his/her own responsibility, pursuant to what provided for by Presidential Decree 445/2000 and following amendments and integrations, 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 must also declare that he/she:



- a) his/her citizenship;
- b) enjoys civil and political rights;
- c) 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;
- d) 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;
- e) has not been found guilty of criminal offences and does not have any pending criminal proceedings, otherwise he/she must list such convictions indicating the details of all related judgements and any pending criminal proceedings;
- f) his position in terms of compulsory military service, only for Italian male citizens born within 1985.

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

- a) to have enjoyed:
 - contracts of triennial duration as of s. 3, letter a) of s. 24; or rather
 - who achieved national scientific qualification for the second or the first professorship level as per s. 16 of Law 240/2010; or rather,
 - contract as per s. 1, para 14 of Law 230/2005; or rather
 - for at least three years, albeit not consecutive research grants as per s. 51, para 6, of Law 27.12.1997, no. 449 as modified or postdoctoral fellowships as mentioned by s. 4 of Law 30.11.1989, no. 398 or any other comparable contract, grant or fellowship in foreign athenaeums; or research grants as per s. 22 of Law no. 240/2010.
- b) not to 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 or any member of the Board of Directors at this University.

Candidates who wish to take part to comparative evaluations for multiple academic recruitment fields, must also present applications and any attachments separately for each field.

Any address changes must be promptly reported to 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)*.

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

In accordance with Law 5.2.1992, no. 104, they must specify in the application form the kind of aids needed in relation to their necessities, as well as their possible need of extra times to complete the tests required by this announcement.

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. numbered list, dated and signed, of all produced scientific publications (Annex A);
4. publications and works that the candidate wishes to assert to the purpose of the procedure, numbered in progressive order matching the relating numbered list;
5. in the event of a qualification obtained abroad: the applicant must indicate the details of comparability/equivalence or annex a copy of the request for the comparability/equivalence (cf. Section 2);
6. in the event of foreign applicant, it is necessary to annex: a copy of the residence permit (if the applicant is already in its possession);
7. copies of documents relating to contracts, grants or scholarships in foreign universities in order to transmit them to the CUN for the opinion on the correspondence with the Italian



positions; **failure to attach contracts will constitute a cause for exclusion from the procedure.**

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.

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 to the purposes of the comparative procedure, numbered in progressive order in accordance with the related list (cf. annex A), must be uploaded on IT platform 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.

The 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 publications or articles accepted for publication, by the deadline of the announcement, must be submitted together with the publisher's acceptance document.

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 comparative evaluation 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.

Section 7 Commission of Evaluation

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 selective procedure provides for a preliminary evaluation of the candidates, with motivated analytical judgement on qualification, curriculum and scientific production, thereby including PHD thesis, according to internationally appreciated criteria and parameters, as specified by D.M no. 243 of 25.05.2011 and accepted by the judging Commission as per its s. 7.

The Commission, upon first meeting, defines in detail the criteria to be used for preliminary evaluations and for the attribution of scores to qualifications and to each of the publications presented by the candidates that are selected for public debate, still considering and honouring the parameters mentioned by the cited D.M. no. 243 of 25.05.2011.

Following preliminary evaluations, the candidates resulting comparatively worthier are admitted to public debate of their qualification and scientific production, according to the percentage of 20 per cent of the total number of candidates and, in any case, not lower than six. Should the total number of candidates be equal to or lower than six, all of these will be admitted to public debate, during which the knowledge of a foreign language will also be assessed.

After the debate, a merit score is assigned to the qualification and to each of the publications presented by each admitted candidate; the winner will be identified based on the highest score reached.

The date and place of the public debate of qualifications and scientific production will be communicated through a notice published on the website of the University of Bergamo <http://www.unibg.it>, in the special section "Concorsi e selezioni" (Announcements and Selections) with advance notice of at least 20 days.

That warning has notification value and effect. Any change in the date of the interview will be notified to successful applicants at least 20 days in advance by a warning published in the University web site section "Concorsi e selezioni" (Announcements and Selections).

It is the responsibility of each candidate to monitor the site periodically by consulting the page of the notices related to this selection.

In order to withstand the debate, the candidates must hold a suitable and valid identification document.

The absence in the discussion must be considered as a waiver of competition for all purposes.

The Commission will produce and all its members will sign a special minute for each session, inclusive of attachments.

The Commission's deeds constituted by session reports, will be approved by chancellor decree, later transmitted to the competent department to the purpose of the call proposal.



Section 9 Works of the Commission

The Commission must complete 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 deeds are not produced, the Chancellor will proceed to dismiss the Commission and will nominate a new one in replacement.

Section 10 Verification of deed regularity

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

Should the Chancellor observe any irregularity in the deeds related to the procedure, he will return them to the Commission with a motivated provision, fixing a deadline for supplementary investigation.

The deeds, that is the final recapitulatory report of the works and the collegial judgements, will be published on the Athenaeum's website.

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 deed approval.

The Department's proposal resolution is adopted according to the methods described in s. 12, paras 2 and 3 of Athenaeum Regulations, ruling comparative evaluation procedures for the call of fixed-term researchers in compliance with the provisions of s. 24 of Law 240/2010.

Section 12 Scope and duration of the contract

The winner stipulates a fixed-term contract of employment ruled by current legislation, also in terms of compensation, social security and welfare.

As regards foreign applicants needing a residence permit, the date of beginning of the contract will be subject to the completion of the issuing procedure of said permit.

In the event of admission subject to verifying the applicant identified as the winner by the Commission, an investigation aimed at ascertaining the existence of the qualification declared in order to participate in the selection must be concluded before the signing of the contract.

Furthermore, the University will provide insurance coverage as expressly provided for by the Law.

The compensation is equal to the initial sums appertaining to full-time confirmed researchers (gross yearly salary of Euro 36.344,05, including 13th month pay).

The contract has a triennial duration and is not renewable.

The social security and pension scheme is granted to the researcher on the basis of current legislation for fixed-term employment; he is granted whatever provided for by D.Lgs no. 151/2001 in matter of tutelage and assistance to maternity and paternity; in matter of assistance, social integration and rights of disabled people by the Law 104/1992; in matter of extraordinary leave of absence and infirmity leaves as per ss. 3, 40 and 68 of D.P.R. no. 3/57 as modified. Infirmity leaves may not exceed a time length of 12 months.

A 6-months probation period is applied; the deliberating collegial body of the pertinent structure is competent for its positive or negative evaluation; the probation period cannot be renewed or extended upon expiry.

During the probation period, each party may terminate the contract giving reasons at any moment and without commitment to any advance notice.

In case of early contract termination, the researcher is required to give a 30 days advance notice. The redundancy period may start on the first or the 16th day of each month. In case no advance notice is



given, the Administration has the right to withhold an amount corresponding to the employee's compensation for such lacking period.

Section 13 Work relationship

To the purpose of research projects cost-reporting, the representational quantification of yearly research activities, studies and education, including preparatory, verification and organization tasks, equals to 1500 hours for full-time researchers. The total yearly commitment for the implementation of educational activities, integrative didactics and service to students amounts to 350 hours for full-time contracts.

The fixed-term researcher:

- carries out a scientific research activity within the field identified by his profile;
- carries out didactical activities, honouring current legislation and Athenaeum Regulations, in accordance with the resolutions of competent Bodies;
- takes part to Commissions for the verification of students' advancement and final test for the achievement of educational qualifications released by the University, also providing aid in the development of theses;
- carries out student tutoring and guidance tasks to the purpose of organize the plan of studies, establishing a reception calendar;
- may assume responsibility functions in research projects according to and in respect of current Laws;
- takes part to Departmental activities and to didactic Commission meetings based on the modalities disciplined by specific Regulations.

The self-certification of educational activity, integrative didactics and services to students occurs by filling out the register of lessons (for upfront educational activities) and any other register (for all other activities related to didactics).

Disciplinary competence is ruled by s. 10 of Law 240/2010 and from s. 32 of the Statute.

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

Section 14 Incompatibility regime and multiple assignments

In addition to the incompatibility regime pursuant to art. 6, paragraph 9 of Law 240/2010, Fixed-term researcher contracts are not compatible with:

- any other employment entertained with any public or private subject;
- ownership of research grants, even if at other Universities;
- ownership of didactic contracts disciplined on the matter by current legislation;
- doctoral or postdoctoral fellowships;
- any fellowship or grant, in general, bestowed on any grounds.

Researchers are allowed to carry out extra-work assignments, subject to authorization requests to be filed with Chancellor, as per Athenaeum Regulations provisions in terms of releasing authorizations for the bestowal of paid assignments to professors and researchers.

Employees of Public Administrations, over the entire duration period of the contract pertaining to this announcement, are put on leave, without grants nor social security coverage or, otherwise, in untenured position, where such position is considered possible by membership regulations.

Section 15 Evaluation to the purpose of associate professor placements

In range of available programming resources, during the third contract year, as per s. 24, para 3, letter b) of Law 30.12.2010, no. 240, the University will evaluate the researcher who achieved national scientific qualification as per s. 16 of Law 240/2010, to the purpose of calling him to a role of associate professorship, as provided by s. 18, para 1, letter e) of the aforementioned Law. Should the evaluation



have a positive outcome, the owner of the contract, upon expiry of the latter, will be assigned an associate professor role.

The evaluation of didactical and research activities carried out by contract owners is based on the criteria and parameters set out by D.M. no. 344 of 4.8.2011.

The proposal to a call for an associate professorship is deliberated by the Council of Department and subduced to the approval of the Board of Administrators, subject to favourable opinion of the Academic Senate.

Section 16 **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 and 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 17 **Advertisement**

This announcement is published in the Gazzetta Ufficiale IV Special Series - Contests and exams, on the MUR and European Union websites as per s. 24, para 2 letter b) 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)*.

The call is also published on "Piattaforma Integrata Concorsi Atenei" (PICA) - link <http://pica.cineca.it/unibg/> from which it is possible to fill the application online for participation at the selection.

Section 18 **Manager of the procedure**



UNIVERSITÀ
DEGLI STUDI
DI BERGAMO

Area
Risorse Umane

Gestione carriere
e concorsi
Docenti e ricercatori

The person in charge for the selection procedure in this announcement is Dr. Domenico Panetta, Manager of Area Risorse Umane (Manager of the Human Resources Area), Via dei Caniana, 2 - 24127 Bergamo, telephone 035 2052 876, electronic mail address: selezionipersonale@unibg.it.

Section 19 Final provisions

Anything not explicitly provided for by this announcement is ruled by Law. 240/2010 as amended and supplemented, the Athenaeum Regulations in terms of recruitment of fixed-term university researchers, current university legislation, as well as the legislation related to employments at public administrations.

Further information may be requested at the office Area risorse umane – Office Gestione carriere e concorsi Docenti e ricercatori (Human Resources Area - Careers and Selections Office for Professors and Researchers), Via dei Caniana, 2 - 24127 Bergamo, e-mail selezionipersonale@unibg.it - telephone 035 2052 876.

THE CHANCELLOR
(Professor Sergio Cavalieri)
Documento firmato digitalmente ai
sensi dell'art. 24 del D. Lgs. 82/2005