

CONCORSO PUBBLICO, PER ESAMI, PER IL RECLUTAMENTO DI N. 1 UNITA' DI PERSONALE NELLA CATEGORIA C AREA AMMINISTRATIVA A TEMPO INDETERMINATO E A TEMPO PIENO PRESSO L'UNIVERSITÀ DEGLI STUDI DI BERGAMO. CODICE PICA 22PTA002 (Bando repertorio n. 42/2022, prot. n. 38811/VII/1 del 18.02.2022 Pubblicato nella Gazzetta Ufficiale 4° Serie Speciale - Concorsi ed Esami n. 17 del 01.03.2022)

TRACCE PROVA SCRITTA

Traccia 1

- Le qualifiche professionali attribuite al personale universitaria che svolge compiti di didattica, ricerca e terza missione: caratteristiche e funzioni.

Traccia 2

- Gli organi monocratici dell'Ateneo e i rapporti tra di essi

Traccia 3

- L'accesso agli atti della pubblica amministrazione. Principi e modalità (Traccia estratta)

A margine di ogni traccia sono riportate, anche ai fini dell'accertamento delle competenze informatiche, le seguenti indicazioni di *editing* ():

"Orientamento: verticale, - Margini: normali, - Carattere: ARIAL, - Dimensione: 11, - Colore: nero, - Interlinea: singola, - Allineamento: giustificato, - Stile: normale (no grassetto, no corsivo, no sottolineato) - Nessuna spaziatura fra i paragrafi, nessun rientro - Lunghezza massima testo: 110 righe

QUESITI PROVA ORALE

Prova orale - scheda n. 1

Il responsabile del procedimento amministrativo (Artt. 5 - 6 L. 241/1990)

Lettura e traduzione dall'inglese all'italiano

Henry got tired walking around the museum and said "Enough! I need to take a break and rest." We had a break in a café along the river Seine. We ate a delicious French food and the wines we tasted were excellent too. For Steve the best part of the holidays was the breakfast in the hotel; he loved relaxing and eating croissant at the pool-side bar.

Prova orale - scheda n. 2

Nullità, annullabilità e annullamento d'ufficio del provvedimento amministrativo (Artt. 21-septies - 21-octies e 21-nonies L. 241/1990)

Lettura e traduzione dall'inglese all'italiano

During the break Lucas and Kyle have lunch together. The principal, or the headmaster as some people call him, likes to walk around in the room, talking to students during lunch and checking how they behave each others. The next class is mathematics, which most of the students just call math. Kyle has trouble to get a good grade in mathematics, but the teacher is very nice and helpful towards her.

Prova orale - scheda n. 3

Il Rettore: modalità di elezione e funzioni (Artt. 16-17 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

Monday is considered by a lot of people the "worst" day of the week, as it marks the return to work and the end of the weekend, especially when most full-time employees are given two days off. Most students attend school in the morning and come back home in the afternoon (usually from eight to three or from seven to two), and most employees go to work in the morning and return home in the evening (usually from nine to five or from eight to four).

Prova orale - scheda n. 4

Il Senato Accademico: modalità di costituzione, durata del mandato e funzioni (Artt. 19-20 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

Tuesday is the second day of the week, and from a different point of view it is similar to Monday; the timetable is the same: most people go to school or work and go back home to watch television, playing video games, arranging plans with friends, spending time with family, reading or engaging in a similar leisure-related activity.

Prova orale - scheda n. 5

Il Dipartimento: organi e organizzazione interna (Artt. 34 - 38 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

Friday is the fifth day of the week, and it marks the end of the workweek and school-week for the huge part of employees and students. On Friday afternoon/evening, most students/office workers cannot wait to stop working and go home, as they don't have to go back to school/work until Monday. Saturday is perhaps the most appreciate day of the week, because it is followed by Sunday (and there is presumably no work or school to attend, for most people), everyone is free to stay out (or awake) until late at night, having fun, engaging in leisure-related activities.

Prova orale - scheda n. 6

Il Codice Etico (Art. 12 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

Martha gets her items and looks at the bananas. They are on sale for a much cheaper price than they are normally. She picks 3 bananas. In next lane there are vegetables. She sees potatoes, carrots, tomatoes, onions, mushrooms, and salad in bags. She checks her list: 5 pounds of potatoes, 6 carrots, 4 tomatoes, 2 onions and 4 mushrooms. Then Martha realizes that she has forgotten something. She runs back and gets 1 salt tin and then rushes to the checkout. She puts her groceries into her car and leaves.

Prova orale - scheda n. 7

Il Collegio dei Revisori dei Conti (Art. 26-27 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

In the next lane there are meat and dairy. She sees meat, fish, cheese, eggs, and milk. She checks her list: 2 fish (salmon), 1 block of cheese, 1 dozen eggs, 2 gallons of milk. She looks at the meat that is on sale and chooses a 5-pound roll of hamburger. She gets the rest of the items in that lane. She still needs rice, bread, salt, sugar, and flour.

Prova orale - scheda n. 8

La figura dei ricercatori a tempo determinato di tipo B (art. 24 comma 3 lettera b) L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

Most people don't think about numbers, or numerical representations of quantity, but they play a major part in everyday life. To be sure, numbers determine the time individuals will wake up in the morning, how much money employees earn per hour, what day of the year it is, and much more. Additionally, numbers impact everyday living on a much smaller scale. In the grocery store, for instance, numbers determine products' prices, the number of products available for purchase, how much money will need to be paid for products, and much more.

Prova orale - scheda n. 9

L'abilitazione scientifica nazionale (art. 16 L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

My name is Clark, and I will tell you about my city. I live in an apartment. In my city, there is a post office

where people mail letters. On Monday, I go to work. I work at the post office. Everyone shops for food at the grocery store. They also eat at the restaurant. The restaurant serves pizza and ice cream. My friends and I go to the park. We like to play soccer at the park. On Fridays, we go to the cinema to see a movie. Children don't go to school in the weekends. People go to the hospital when they are sick. The doctors and nurses take care of them. The police keep everyone safe. I am happy to live in my city.

Prova orale - scheda n. 10

La chiamata dei professori universitari (art. 18 L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

George is at the pet store, looking at what kind of pet he might want to get for his birthday. George asked if he could have a horse, but his parents didn't agree because horses are too big. First, he sees dogs and cats. Baby dogs are called puppies. Baby cats are called kittens. George likes them because they are easy to take care of and can play a lot, but they will get bigger. George wants a small pet. Then George sees animals that have to live in a cage. He sees rabbits, guinea pigs, and mice. Mice are what you usually call mouse.

Prova orale - scheda n. 11

La figura del tecnologo nelle Università (art. 24bis L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

Hi, Fred! It's been a while since we have been in touch. How has your semester been? I wanted to send an email update to you to let you know how things have been going during my semester abroad here in Málaga, Spain. I've already been here for six weeks, and I feel like I am finally adapting to the culture. I'm also speaking the language more fluently. I arrived during the first week of September. The weather has been very nice. Even though it's October, it's still rather sunny and warm. In fact, I went to the beach and swam in the Mediterranean Sea earlier today.

Prova orale - scheda n. 12

La disciplina degli assegni di ricerca (art. 22 L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

I am living with a very welcoming host family. I have my own private bedroom, but we eat breakfast, lunch, and dinner together. On Sundays, we eat a big home-cooked paella for lunch. In Spain, lunch is usually the biggest meal of the day. It's also very common for the people to take a midday nap right after a big meal. I am actually just waking up from my nap right now! On weekdays, I take classes at the local university. There, I met several native Spanish speakers. They have been very kind and patient with me.

Prova orale - scheda n. 13

La competenza disciplinare in tema di professori e ricercatori universitari (art. 10 L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

At first, I struggled to comprehend their Spanish, but now I understand most of our conversations. They have commented that my Spanish has improved a lot since we first met. Now, I am more confident to use the language in other places like stores and restaurants. I am so glad that I decided to spend the semester here in Spain. We have an extended weekend coming up, so a group of my friends and I are going to travel to France for four days. It's so easy and not expensive to travel in Europe. I love it!

Prova orale - scheda n. 14

Le relazioni sindacali nell'università. (art. 7 - CCNL)

Lettura e traduzione dall'inglese all'italiano

That evening, when he and his brother are going to bed, Antonio feels that something is wrong. "You're a bit quiet, Michele," he says, "What's up?" Michele tells his brother everything and Antonio exclaims "That's no problem! When we get home from school tomorrow I'll help you. We'll take a photo then I'll Photoshop it to make the fish bigger." His worries over, Michele goes to sleep and at school the next morning he tells

his friends "I'll bring the photo tomorrow."

Prova orale - scheda n. 15

Il rapporto di lavoro a tempo determinato. (art. 53 - CCNL)

Lettura e traduzione dall'inglese all'italiano

Autumn (or fall), more than being a simple precursor to winter, is one of the most beautiful and exciting seasons. Spanning from 22 September to 21 December in the US, autumn is characterized by falling leaves, Halloween (on 31 October), and Thanksgiving. During fall, traditional farmers harvest their produce and the falling leaves change to gorgeous orange, red, and yellow colors; in turn these colors are generally associated with autumn itself.

Prova orale - scheda n. 16

Obblighi del dipendente di una Pubblica Amministrazione (art. 11 - CCNL)

Lettura e traduzione dall'inglese all'italiano

Following winter, spring begins on 20 March and ends on either 20 June or 21 June, in the United States (this date may vary slightly from year to year and hemisphere to hemisphere). For most, spring is a time of "thawing," when the cold and snow of the winter are replaced by sunshine, reasonable temperatures, green grass, and much more. It is also the season wherein previously dormant bees and butterflies reemerge, and when birds become more active.

Prova orale - scheda n. 17

Le fasi del procedimento amministrativo (Art. 2 L. 241/1990)

Lettura e traduzione dall'inglese all'italiano

I have just come back from the amazing summer holiday! It was so fantastic, I wished it would never end. I spent eight days in Paris, France. My best friends, Henry and Steve, came with me. We stayed in a beautiful hotel room in the Latin Quarter that was not expensive at all. We had a balcony with a wonderful view. We visited many famous tourist places. My favorite one was the Louvre, a well-known museum. I have always been interested in art, so that is why it was a pleasure for me to visit the museum.

Prova orale - scheda n. 18

Gli organi collegiali dell'Università

Lettura e traduzione dall'inglese all'italiano

Lucas goes to school from Monday to Friday. During the day he has to attend many subjects: English, art, science, mathematics, gym, and history. Every day his mother prepares a big backpack full of books and a lunch box. Among the subjects, he likes English literature and especially playing Shakespeare's comedies. According to his English teacher Lucas is a good pupil-and he is aware about that.

Prova orale - scheda n. 19

Il Nucleo di Valutazione di Ateneo (Art. 28-29 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

Cecilia: What is the best way to treat my symptoms?

Doctor Klein: You will need plenty of rest, and you should drink fluids frequently in order to stay hydrated. You've also just started to show symptoms, so I can prescribe you a medication that can reduce fever and shorten the duration of your illness.

Cecilia: Should I stay home?

Doctor Klein: Yes, you should remain in bed until the fever breaks. You should also wait for 24 hours after the fever has broken before you return to work.

Prova orale - scheda n. 20

Il Direttore Generale (Art. 24-25 Statuto Università di Bergamo)

Lettura e traduzione dall'inglese all'italiano

Martha is at the grocery store, getting ready for a house party. She has a list of what she needs as she

goes alone. In the first lane she sees apples, bananas, cherries, grapes, and strawberries. She checks her list: 6 apples, 1 bag of cherries, 1 bag of grapes, 2 cartons of strawberries. At night dad likes to listen to music. Mom works on the computer. I watch television. And my sister reads. We go to bed early while my parents go to bed late.

Prova orale - scheda n. 21

La figura dei ricercatori a tempo determinato (art. 24 comma 3 L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

My name is Bob. Each day I drive my kids to school. My daughter goes to a school that's far away from our house. It takes 30 minutes to get there. Then I drive my son to his school. It's close to my job office. My daughter is in the sixth grade and my son is in the second. They are both good students. My daughter usually sings her favorite songs while I drive. My son usually sleeps. I arrive at the office at 8:30 AM. I say good morning to all my workmates then I get a big cup of hot coffee. I turn on my computer and read my email box.

Prova orale - scheda n. 22

Lo stato giuridico dei professori e dei ricercatori di ruolo (art. 6 L. 240/2010)

Lettura e traduzione dall'inglese all'italiano

George likes these animals because they are small. Birds live in cages too. George sees a parrot and a canary. He likes them all, but he doesn't want to clean the cage. George sees the animals in tanks. The tanks full of water have fish and turtles in them. He thinks about a goldfish but decides he likes the turtles more. There are also tanks with rocks and sand that have snakes, spiders, and scorpions, but George is afraid of them. George likes the turtles best, but they won't fit in the little fishbowls. Turtles need bigger tanks, so sometimes they can swim and hide.

Prova orale - scheda n. 23

La Responsabilità disciplinare del dipendente (artt. 11/13 - CCNL)

Lettura e traduzione dall'inglese all'italiano

At home Michele is worried. He can't concentrate on his homework. He knows he should tell his classmates that the story of the big goldfish isn't true, but he doesn't know how. When they get home, Antonio takes a photo of the goldfish bowl. Then he uploads the photograph onto the computer and, with Photoshop, enlarges the goldfish bowl. The goldfish now looks really big - enormous, in fact! Antonio has done a good job. But what will the other kids make of it?

Prova orale - scheda n. 24

Gli organi monocratici dell'Università

Lettura e traduzione dall'inglese all'italiano

The two friends say goodbye and Giulio looks towards his kitchen. He'll need to go shopping, do some cooking, and prepare everything. He wants it to be a perfect evening - he hasn't seen his friends since he went to live in London. The dinner goes well. Giulio has even made a cake. As he cuts slices from it he says: "I've got an announcement to make." Mattia and Riccardo look at him expectantly. "Um..." begins Giulio, "Well, this summer Sara and I are getting married!" "That's great!" says Riccardo. "Oh, poor us!" laughs Mattia.

Prova orale - scheda n. 25

Il rapporto di lavoro a tempo parziale (art. 56 - CCNL)

Lettura e traduzione dall'inglese all'italiano

Giulio tries to calm the situation. He can see Riccardo has a problem and promises there'll be plenty of time to arrange things. The idea of doing something that they did as children is appealing. In the end, Mattia promises to help Riccardo with his backpack and to go with him to buy a winter jacket. Everything seems settled. But the next morning, in the shop, Riccardo's worries surface again. He's concerned about the weight of his backpack and asks Mattia if he really needs to buy everything on the list.

Prova orale - scheda n. 26

Ferie e permessi retribuiti. (artt. 47/51 - CCNL)

Lettura e traduzione dall'inglese all'italiano

Rita and Joanne recently traveled to London. They were very excited for their trip because this was their first journey overseas from the United States.

Among the popular sights that Rita and Joanne visited are Big Ben, Buckingham Palace, and the London Eye. Big Ben is one of London's most famous monuments. It is a large clock tower located at the northern end of Westminster Palace. The clock tower is 96 meters tall. Unfortunately, Rita and Joanne were only able to view the tower from the outside. The women learned that the tower's interior is undergoing renovations until 2021.

Prova orale - scheda n. 27

Il contratto individuale di lavoro e il periodo di prova (artt. 19 e 20 CCNL)

Lettura e traduzione dall'inglese all'italiano

Then, the whole Mattei family play the fish game. Luigi buys a number for Michele and it wins! A beautiful goldfish! Michele takes the plastic bag containing the water and the goldfish with a big smile; he's very happy. At home Michele puts the goldfish into a glass bowl with the water and carries it to the bedroom he shares with Antonio. He gazes lovingly at the goldfish and at bedtime he tells his mother: "Today is the best day of my life!"