**Subject: University of Camerino (UNICAM). Selection procedure for the recruitment of n. 1 fixed-term university researcher type A (“Ricercatore a tempo determinato di tipo A”) pursuant to Article 24 (3) (A) of Italian Law No 240/2010 for the Competition sector 08/C1 “Design and Technology design of Architecture”, in the scientific-disciplinary sector ICAR/13 “Industrial design” at UNICAM School of Architecture and design. Competition Announcement.**

**THE RECTOR**

HAVING REGARD TO Law No. 168 of 9 May 1989 and in particular art. 6 on the constitutional principle of university autonomy recognizing its teaching, scientific, organizational and financial autonomy;

HAVING REGARD TO Law No. 241 of 7 August 1990 concerning the rules governing access to administrative documents and subsequent amendments and additions;

HAVING REGARD TO Law No. 104 of 5 February 1992 and subsequent amendments, on social care, social inclusion and rights of people with disabilities;

HAVING REGARD TO Law No. 537 of 24 December 1993, in particular Art. 5 concerning budgetary independence of Universities;

HAVING REGARD TO Ministerial Decrees of 26 February 1999 and of 4 May 1999, reorganizing scientific disciplinary areas in higher education, later amended by Ministerial Decree of 4 October 2000;

HAVING REGARD TO Presidential Decree No. 445 of 28 December 2000, “Consolidated Text of legislative and regulatory provisions on administrative documentation” and subsequent amendments;

IN ACCORDANCE WITH the principles set by the European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers, signed by the UNICAM in 2005;

HAVING REGARD TO Law No. 240 of 30 December 2010 concerning Italian University System - organization, academic staff and recruitment, in particular Article 24(3)(a) on fixed-term Researchers;

HAVING REGARD TO Ministerial Decree No. 242 of 24 May 2011 establishing criteria for the evaluation of teaching and research activities carried out by holders of contracts in accordance with Article 24, para. 3 letter a), also considering the procedure for extension of the contract;

HAVING REGARD TO Ministerial Decree No. 243 of 25 May 2011 establishing preliminary criteria and parameters for the preliminary assessment of candidates as of Art. 24, Law No. 240/2010 (fixed-term Researchers);

HAVING REGARD TO Legislative Decree No. 49 of 29 March 2012 disciplining the organization, monitoring and evaluation of budget and recruitment policies of the UNICAM, pursuant to the abovementioned Law No. 240/2010;

HAVING REGARD TO the UNICAM Statute, Rectoral Decree No. 194 of 30 July 2012, published in the Italian Official Journal – General Series – No. 200 of 28 August 2012, amended by Rectoral Decree No. 179 of 18 September 2015, published in the Italian Official Journal – General Series – No. 236 of 10 October 2015;

HAVING REGARD TO Legislative Decree No. 33 of 14 March 2013, amended by Legislative Decree No 97/2016, and concerning the “Reorganization of the regulations concerning the duties of publicity, transparency and dissemination of information by public bodies”;

HAVING REGARD TO the UNICAM Code of Ethical Conduct, issued with Rectoral Decree No. 16 of 3 February 2015;

HAVING REGARD TO the three-year Plan for prevention of corruption 2019-2021 approved by the Board of the UNICAM on the meeting of 30 January, 2019, pursuant to Article 1, paragraph 5 and paragraph 60 of Law No 190/2012;

HAVING REGARD TO Ministerial Decree No. 855 of 30 October 2015, reorganizing macro sectors and competition sectors, as of Art. 15 of Law No. 240/2010;

HAVING REGARD TO the new University Regulation issued by Rectoral Decree registration No 20886 of 28 March 2019, amending the previous Regulation and concerning the selection procedures for the recruitment of researchers and the conclusion of fixed-term contracts in accordance with Article 24(3)(A) of Law No 240/2010;

HAVING REGARD TO Law No 145/2018, the so-called “Legge di Bilancio anno 2019” (the Italian 2019 Budget Law);

HAVING REGARD TO the Resolutions of the School of Architecture and Design No 94 of 9 April 2019 and No 96 of 20 June 2019, whose Council approved first the activation of the selection procedure for the recruitment of n. 1 Researcher under fixed-term contract (pursuant to Article 24(3)(a) of Law No 240/2010) in the competition sector 08/C1 “Design and Technology Design of Architecture” and in the Scientific Disciplinary Sector ICAR/13 “Industrial Design”, and then it approved the charging of costs to SAFE Project (code ADI130001 - € 100.000,00) and UNICAM funds (€ 50.000,00);

HAVING REGARD TO the Resolution of the University Senate and the Resolution of the University Board of 17 July 2019, which both authorize the activation of the present competition;

ASSESSED the availability of funds to launch the competition;

**DECREES**

**Art. 1**

**Purpose**

The University of Camerino announces a public competition for the recruitment of n. 1 fixed-term full-time University Researcher type A *(“Ricercatore a tempo determinato di tipo A”*), pursuant to Article 24 (3) (a) of Italian Law No 240/2010 at the University of Camerino, which is one sole entity located both in Camerino and in further research and teaching facilities situated in Municipalities other than Camerino.

Description of the post:

**SCHOOL OF ARCHITECTURE AND DESIGN**

**n. 1 position as fixed-term Researcher** **(pursuant to Article 24(3)(A) of Law No. 240/2010)**

Research project title: *"Design for environmental sustainability: biomimetic materials for the development of environmentally sustainable products"*

Competition Sector: **08/C1** “Design and Technology design of Architecture”

Scientific Disciplinary Sector: **ICAR/13** “Industrial Design”

Time: **Full time**

Workplace: Camerino and further UNICAM branches

Maximum number of publications to be submitted: **12**

Refer to Ministerial Decree No. 855/2015 for the description and contents of Competition Sectors and to Ministerial Decree of 4 October, 2000, for the description and contents of Scientific Disciplinary Sectors.

**Art. 2**

**Publication of the competition announcement**

The current competition announcement is published on the University of Camerino website at [www.unicam.it](http://www.unicam.it), on MIUR (Italian Ministry of Education, University and Research) website at <http://bandi.miur.it> and on the European Union website at <http://ec.europa.eu/euraxess/>.

The notice regarding this announcement will be published in the Italian Official Journal – 4th Special Series– competitions and tests.

**Art. 3**

**Admission requirements**

Pursuant to Article 24(2)(b) of Law No 240/2010, Italian or foreign candidates, including citizens of countries outside of the European Union, are admitted to the competition if holding a **PhD or equivalent qualification** obtained in Italy or abroad, or a postgraduate degree awarded by a School of Medicine *(“titolo di Specializzazione Medica”*) where applicable.

**PhD Degree must be already held by the closing date for applications and, in any case, at the moment of the submission of the application.**

**Qualifications obtained abroad must be accompanied by a relevant documentation certifying equivalence with the Italian PhD qualification** (which is issued pursuant to Art.74 of Presidential Decree N. 382/1980) in accordance with art. 38 of Legislative Decree No. 165/2001

**All abovementioned requirements must be held at the closing date for applications. Failure to comply with these requirements entails the exclusion from the competition.**

Possession of abovementioned requirements must be certified according to subsequent art. 5 of this selection procedure.

Candidates who cannot apply for the position:

* people who fail to enjoy civil and political rights;
* people who are not enrolled in any electoral register, and who have been relieved of a post in a public office because of persistent inefficiency or gross misconduct, or people who have been removed from office as civil servants in accordance with art. 127, para. d), Consolidated Law approved with Presidential Decree No. 3/1957;
* people who hold or have held a Research Grant (“Assegno di ricerca”) or a fixed-term Researcher contract with the University of Camerino or other Italian universities in accordance with art. 22 and art. 24 of Law No. 240/2010, as well as with other institutions as of art. 22, para. 1 of Law No. 240/2010 for a period exceeding twelve years, even if not continuous, when summed with the contract duration of the current competition announcement. In this regard, according to the legislation in force, periods on maternity or health leave are not counted;
* people who are University Professors *“di I or II Fascia”* (Full or Associate Professors) or University Researchers who are/were members of permanent staff, even if no longer employed;
* people who are related, up to and including the fourth degree of family relationship, to a professor of the School activating the relevant selection procedures, as well as to the Rector, General Director or any members of the University Board.

Civil servants are put on leave for the duration of the contract, without pay and social security contributions, or “out of position”, if applicable.

**Art. 4**

**Application and submission deadline**

Candidates, interested in the position, must submit their application within the time limit of **30 days** effective from the day following the publication date in the Italian Official Journal – 4th Special Series – Public Competitions. If the deadline falls on a Saturday or public holiday, it will be postponed to the first working day after it. **Failure to comply with the deadline entails** **the exclusion from the competition.**

The application must be drafted on ordinary paper as of Attachment “A”, and **signed** by the candidate. Failure to comply with this requirement entails the exclusion from the competition.

The application must be addressed to the Rector at *Magnifico Rettore dell’Università degli Studi di Camerino, Campus Universitario, Via D’Accorso n. 16, 62032 Camerino (MC)*.

Applications must be sent **no later than the abovementioned deadline by registered mail with advice of delivery (R 1)** or **hand-delivered.**

The envelope, containing the application, must bear in block capitals the following caption:

Meaning: *“Application and academic titles - competition announcement for n. 1 position as fixed-term University Researcher, art. 24, para. 3, letter a) of Law No. 240/2010 – UNICAM School of …………… - Competition Sector …………… - Scientific Disciplinary Sector …………… Surname …………… Name …………… Address ……………”*.

In case of mail delivery the postmark date will prove the respect of deadlines, while in case of hand delivery the University Register Office, the so-called *“Ufficio Protocollo”*, at Campus universitario, Via D’accorso n. 16, 62032 Camerino (MC) will issue a receipt with the delivery date. Office hours for hand delivered applications: Monday to Friday, from 9 a.m. to 2 p.m.

In full awareness of potential civil, criminal and administrative liabilities, in the application candidates must declare:

1. surname, name, place and date of birth, place of residence and citizenship;
2. to be enrolled in an electoral register, specifying the district, or to give reasons for not being enrolled, if applicable;
3. tax identification number (if Italian citizen) or national identification number (if foreign citizen);
4. to meet all the admission requirements in accordance with art. 3 of this announcement, in particular not to be related, up to and including the 4th degree of family relationship, with a professor of the School which has activated the relevant selection procedures, as well as with the Rector, General Director or a member of the University Board. **Failure to make such a statement entails the exclusion from the competition;**
5. to have a clean criminal record, otherwise in case of criminal conviction, specify the details of judgements or the pending lawsuits, if applicable;
6. to enjoy full civil and political rights as citizen;
7. to enjoy full rights as citizen in the state of origin or of provenance, or reasons for failing to enjoy (applicable to foreign citizens);
8. obligations imposed by the applicable laws concerning military service (if Italian);
9. not to have been relieved of a post in a public office, because of persistent inefficiency or gross misconduct and not to have been removed from office as a civil servant in accordance with art. 127, para. d of Presidential Decree No. 3/1957;
10. not to be a University Full or Associate Professor or a University Researcher who is/was member of permanent staff, even if no longer employed;
11. to have a fair command of the Italian language (applicable to foreign citizens);
12. not to hold or have held a Research Grant (“Assegno di ricerca”) or a fixed-term Researcher contract with the University of Camerino or other Italian universities in accordance with art. 22 and art. 24 of Law No. 240/2010, as well as with other institutions as of art. 22, para. 1 of Law No. 240/2010 for a period exceeding twelve years, even if not continuous, when summed with the contract duration of the current competition announcement;

The following documents must be attached to the application:

1. a two-copy, dated and signed Curriculum Vitae of one's own scientific and educational activity. A further copy of the same CV must be sent to the e-mail address [anna.silano@unicam.it](mailto:anna.silano@unicam.it) **without indicating the personal data (meaning also signature and possible photo) in the document,** in accordance with art. 4, para. 3 of Legislative Decree No. 33/2013, and in order to have it published on the University website, in accordance with the provisions of the Minerva Code;
2. documents and qualifications deemed relevant for the purposes of this selection and two dated and signed copies of the related list, to be submitted according art. 5 of the present competition announcement;
3. two copies of a dated and signed list of publications, to be submitted in accordance with art. 5 of the present announcement;
4. a copy of the tax identification number (national identification number, social security number etc.) and a copy of a valid identity document;
5. the personal declaration of certification, pursuant to art. 47 of the Presidential Decree n. 445/2000, according to attachment "B", certifying the conformity to the originals of documents, titles and publications and certifying the veracity of what is stated in the curriculum.

The candidate’s current address, deemed relevant for the purposes of the selection, must be indicated in the application. Any change of address must be promptly communicated to the Human Resources Department of the University of Camerino (*Area Persone, Organizzazione e Sviluppo dell’Università degli Studi di Camerino*).

The University Administration is by no means responsible for missing out communications due to inexact address details provided by the candidate or for failed or late communication of address changes. Moreover, the Administration is not responsible either for inefficiencies of the postal service not due to the Administration itself, or for causes due to a third party, or for unforeseeable circumstances or force majeure, or for failed return of the advice of delivery of registered letters.

It is desirable for candidates to provide a telephone/mobile number and an e-mail address.

In the application, disabled candidates must explicitly request for assistance proper to their disability, if needed, in accordance with Law no. 104/1992. Additional time would be supplied in case candidates are asked to carry out tests, if applicable.

In accordance with the legislation in force, the signature at the foot of the application doesn’t have to be authenticated.

Should the candidate give up or withdraw from the competition, a dated and signed letter addressed to the Rector, together with a copy of a valid identity document, must be emailed to: [anna.silano@unicam.it](mailto:anna.silano@unicam.it).

The withdrawal will come into effect on the Selection Board’s first meeting after the date of receipt.

**Art. 5**

**Qualifications and publications**

The candidate must submit all relevant documents giving evidence of the possession of requirements in accordance with art. 3, as well as academic titles and publications deemed relevant for the purposes of this competition announcement, in one of the following ways:

1. original copy;
2. authenticated copy verified to be a true and faithful copy of an original in accordance with art. 18 of Presidential Decree No. 445/2000;
3. plain copy accompanied by a declaration in lieu of affidavit, as of Attachment “B”, in accordance with art. 47 of Presidential Decree No. 445/2000, where to state in full awareness that the submitted copies of academic titles and publications are true and faithful copies of the originals (art. 19 and art. 19 (ii), Presidential Decree No. 445/2000);
4. a personal declaration of certification in accordance with art. 46, Presidential Decree No. 445/2000 as of Attachment “B”.

Any acts, facts, and personal data not mentioned in art. 46, Presidential Decree No. 445/2000 may be stated as true and correct by a declaration in lieu of affidavit in accordance with art. 47, Presidential Decree No. 445/2000.

This declaration may also refer to third-party acts, facts, and personal data the declarant may have knowledge of and may be of interest for the purposes of this competition announcement.

Declarations (Attachment “B”) must clearly state:

1. qualifications: date, place of awarding, attendance, marks;
2. publications (scientific articles in particular): author, title, place of publication, journal title and volume number, encyclopedia or treatise they are part of.

Procedures are the same for Italian and European Union citizens.

Non-European Union citizens, holding a regular permit to stay or residence permit issued by Italian Authorities, may submit the aforementioned declarations in accordance with art. 46 and 47, Presidential Decree No. 245/2000 only for those acts, facts, and personal data certifiable or verifiable by Italian State Authorities, without prejudice to special legal and regulatory provisions regarding immigration. Aside from the mentioned cases, non-European Union citizens, holding a regular permit to stay or residence permit, may submit the aforesaid declarations in compliance with international conventions between Italy and the state of origin or provenance in accordance with art. 3, Presidential Decree No. 445/2000.

Pursuant to Presidential Decree No. 445/2000 the University Administration reserves the right to verify the truthfulness and correctness of declarations. Any untruthful statement will entail sanctions laid down in the legal provisions applied in this matter (art. 76, Presidential Decree No. 445/2000).

Documents drafted in a foreign language, other than French, English, German and Spanish, have to be translated into Italian and certified by the competent diplomatic or consular delegation or by an official translator. Translations are to be attached to the originals.

Only paper-based publications are accepted. They have to be submitted in their original language, and, if different from Italian, French, English, German and Spanish, they have to be translated into one of the abovementioned languages.

Translations can be typewritten and submitted together with a printed copy in the original language.

Legal obligations must be fulfilled for all the submitted publications. Works published abroad must contain the date and place of publication. Works partially or totally published in Italy must fulfil obligations provided for by Law no. 106/2004, in accordance with the Regulation Presidential Decree No. 252/2006 published in the Italian Official Journal, n. 191 of 18 August 2006. Fulfilment of legal obligations, i.e. legal deposit, is to be certified by proper documentation to be attached to the publications.

Italian and European Union citizens can certify legal deposit by a declaration in lieu of affidavit in accordance with Presidential Decree No. 445/2000.

**The number of publications cannot exceed the number requested in art. 1 of the current competition announcement. If this limit exceeds, the Selection Board reserves the right to evaluate them according to the order in the list down to the limit set by the competition announcement.**

**Publications, sent but not included in the list attached to the application, would not be taken into account by the Selection Board.**

**If posted or hand-delivered after the submission deadline, publications will not be forwarded to the Selection Board.**

**Documents and qualifications deemed relevant for the purposes of this selection, and two dated and signed copies of the related list, must be submitted on ordinary paper and sent together with the application.**

It is not allowed to refer to documents or publications already in possession of this or other Administration, or to refer to documents or publications attached to other applications for other competition announcements.

Publications, which are duly reported in the list attached to the application, have to be posted by **registered parcel**, addressed to *Area Persone, Organizzazione e Sviluppo dell’Università degli Studi di Camerino, Via Gentile III Da Varano, 62032 Camerino (MC);* otherwise, they must be **hand-delivered** to *Area Persone, Organizzazione e Sviluppo* or to *Ufficio Protocollo*, *Campus universitario, Via D’accorso n. 16, 62032 Camerino (MC)*, during office hours as mentioned in the previous article, **within the time limit of 30 days** effective from the day following the publication date of the current competition announcement in the Italian Official Journal – 4th Special Series, as of art. 2.

The duly sealed parcels containing the publications are to be sent separately from the application form and must bear the following caption:

Meaning: *“Publications – competition for the conferral of n. 1 position as fixed-term Researcher, art. 24, para. 3, letter a), Law No. 240/2010 – School of ………… – Competition Sector ………… – Scientific Disciplinary Sector ………… surname ………… name ………… address …………”.*

Candidates are allowed to send a paper or an electronic copy of their publications to each member of the Selection Board appointed in accordance with the provisions of the subsequent art. 6. The Rector’s Decree appointing the Selection Board, to be published in the Italian Official Journal, will provide relevant addresses next to each Selection Board member’s name.

**Art. 6**

**Selection Board**

The Selection Board is made up of three members, whose names are provided with Resolution of the relevant UNICAM School Council; the Selection Board is appointed with Rectoral Decree, to be published on the University website [www.unicam.it](http://www.unicam.it) and in the Italian Official Journal.

Full professors, Associate professors, University Researchers being members of permanent staff (the so-called “ricercatori di ruolo”) can be members of the Selection Board, provided that they belong to the same Competition Sector and Scientific Disciplinary Sector of the post subject to selection procedure; at least two members of the Selection Board must be external. Professors and Researchers of foreign Universities are admitted to be members of the Selection Board. Foreign members of the Selection Board must hold equivalent qualifications.

Following the same procedure, substitute members will be appointed.

Professors obtaining a negative evaluation, pursuant to Article 6 (7) of Law No 240/2010, are not allowed to be members of the Selection Board.

The Selection Board members are requested to undersign a declaration stating their commitment to respect deontological principles, such as confidentiality and absence of conflict of interest.

Any action of challenging one or more members of the Selection Board, according to the provisions of art. 51 of the Code of Civil Procedure, must be brought before the Rector within thirty days as from the date of publication in the Italian Official Journal of the Selection Board appointment. After this deadline, any action would not be admitted.

The Selection Board will set candidates’ evaluation methods and criteria in accordance with Ministerial Decree No. 243/2011.

The selection procedure is carried out on the basis of provisions set in Article 4 of the University Regulation in force.

The Selection Board’s first meeting is convened by the Rector.

During the first meeting the Selection Board provides:

1. to elect the President and the minutes Secretary;
2. to set candidates’ evaluation methods and criteria in accordance with Ministerial Decree No. 243/2011 and the provisions of the University Regulation in force.

At the end of the first meeting minutes containing candidates’ evaluation methods and criteria are handed in to the official in charge of the procedure, who provides for a proper advertisement by billposting them on the University website, at least seven days before the Selection Board’s second meeting.

Subject to Rector’s approval, the Selection Board can make use of computing devices for its collegial work.

**Art. 7**

**Evaluation procedure**

Candidates are selected according to the following criteria:

1. a preliminary evaluation of candidates’ qualifications, curriculum, scientific and research activity, doctoral thesis. Evaluation and appraisal criteria are defined in accordance with the provisions of Ministerial Decree No. 243/2011 and Law No. 240/2010;
2. if candidates are more than six, a preliminary evaluation is carried out to draft a “short list” of the most deserving candidates, when compared. Short-listed candidates would be no less than six or no more than 20% of the total number of candidates. Evaluation and appraisal criteria adopted by the Selection Board are defined in accordance with the provisions of Ministerial Decree No. 243/2011 and Law No. 240/2010.

The Selection Board is requested to apply the principles of the European Charter for Researchers about qualitative and quantitative evaluation of merits. Such evaluation and appraisal procedures take due account of researchers’ overall achievements and research results, e.g. publications, patents and knowledge transfer, management of research, teaching/lecturing, supervision, mentoring, teamwork, innovation and public awareness activities. Career breaks aiming at new experiences in further public or private bodies, or variations in the chronological order of CVs, are regarded as a valuable contribution of the professional development of researchers towards a multidimensional career track. Possible mobility experiences or change from one discipline or sector to another, are regarded as valuable contributions.

The Selection Board, in its collegiality, gives an evaluation on candidates’ scientific publications creativity and independence (as envisaged by the Human Resources Strategy for Researchers).

The Short-list drafted (where short list is applicable), or the preliminary assessment carried out, the most qualified and deserving candidates are admitted to carry out an interview. Thus the Selection Board establish the date for the public discussion of the academic titles and scientific production, in order to evaluate the candidates admitted; the date will be notified at least 10 days in advance.

As to assess linguistic skills, candidates are also requested to hold a a short seminar in English on a freely-chosen subject concerning their qualifications and their own scientific production, before the Selection Board.

Place, date and time of the seminar will be notified to candidates with at least with at least a 10-days notice by registered mail with a return receipt, with at least a 10-days notice.

Candidates will have to carry a valid identity document to hold the seminar.

Not showing up for the interview constitutes an express and final waiver to the selection procedure.

**Simultaneously, the candidates hold the interview to discuss the academic titles and scientific production with the Selection Board**.

The Selection Board assigns grades to candidates’ performance: 20% is reserved to the seminar and the assessment of the English language, 80% to academic titles and publications. The Selection Board’s evaluation procedure ends with the designation of the successful candidate. The selection procedure cannot last more than four months from the date of the Selection Board’s appointment.

The Selection Board’s records are made of a copy of all meetings minutes together with individual, collegial and global evaluations about each candidate, as well as a final report.

Once the evaluation procedure has come to an end, records are handed in to the official in charge of the procedure inside closed and sealed envelopes, duly signed by the Board’s members on the closing flaps.

The Rector ascertains the consistency of records by issuing a Decree to be published on the University website [www.unicam.it](http://www.unicam.it) and in the Italian Official Journal.

In case irregularities are reported, by reasoned decision the Rector sends back records to the Selection Board and sets a deadline for amendments, if applicable.

The Selection Board’s evaluation procedure must be concluded within 4 months from the publication date of the Rector’s Decree of appointment in the Italian Official Journal.

The Rector reserves the right to postpone this deadline in case the Selection Board’s evaluation procedure is not concluded within the set time limit, or to start the procedure of replacement of the members found responsible for the delay. At the same time he sets a new deadline.

**Art. 8**

**Appointment**

By reasoned decision approved by the absolute majority of Professors “di I or II Fascia” (Full or Associate Professors), the School Board, which has called for the vacancy, proposes to appoint the most qualified candidate, on the basis of the Selection Board’s evaluation and with reference to specific teaching and scientific needs.

The proposal is, then, submitted for approval to the University Board.

**Art. 9**

**Terms and conditions of employment**

The successful candidate is offered a fixed-term private law employment contract with the University of Camerino. Activities to be carried out: research, teaching activities, supplementary teaching activities and student supervising.

The contract will last three years and can be renewed once and for up to 2 years, in case the holder gets a positive evaluation on research and teaching activities carried out. Fixed-term researchers carry out activities related to research and scientific update, while trying to enhance their competences and knowledge. Research outputs and achievements are evaluated according to ANVUR (National Agency for the Evaluation of Universities and Research Institutes) criteria. The total annual commitment for carrying out teaching activities, supplementary teaching activities, students’ service including supervising and tutoring, will be no less than 350 hours, of which at least 60 hours devoted to classroom lectures.

**Fixed-term Researchers are required to give lectures and seminars in English at the University of Camerino and at those institutions the University is partner with or has entered into an agreement with, aiming at internationalization as a key objective.**

Any disciplinary action is regulated by art. 10, Law No. 240/2010.

The appointment is provided for by a Rector’s Decree and is subject to the verification of conditions of legal provisions regulating recruitment.

The candidate proposed for appointment is duly informed and invited to submit all appropriate documents.

**Art. 10**

**Extension of the contract**

Contract can be extended within limits set in Article 1 of the new UNICAM Regulation issued by Rectoral Decree registration No 20886 of 28 March 2019, concerning the selection procedures for the recruitment of researchers and the conclusion of fixed-term contracts in accordance with Article 24(3)(A) of Law No 240/2010. The extension of the contract can take place only in case of positive evaluation of the research, teaching, supplementary teaching and students’ service activities carried out; the evaluation is based on criteria set by Ministerial Decree No 242/2011.

Evaluation is carried out by a Board, which is appointed under criteria referred to in Article 6 of the present announcement and under Article 3 of UNICAM relevant Regulation.

Board members from Italian Universities must belong to the same competition sector and scientific-disciplinary sector of the post subject to the selection procedure; foreign members of the Selection Board must hold equivalent qualifications.

**Art.11**

**Conflict of interest and other regulations**

The post of a fixed-term Researcher is in conflict with commercial or entrepreneurial activities, except for spin off or start-up companies arising from university research in accordance with legislation in force and internal University regulations.

A full-time position is in conflict with any professional activity.

If there is no conflict of interest and without prejudice to contractual and institutional obligations, fixed-term Researchers can occasionally give lectures and seminars, engage in scientific collaborations and advisory services, dissemination for scientific and cultural purposes, journalistic and publishing activities.

**Art. 12**

**Remuneration**

A fixed-term full-time Researcher’s total yearly remuneration is determined in accordance with Presidential Decree No. 232/2011. The Article 24 (8) of Law No 240/2010 reads that contracts falling under paragraph 3 letter B) provide for a pay equal to initial compensation for full-time experienced researchers, to be increased to a maximum of 30%.

Terms and conditions of employment, i.e. salary, social security, pension scheme are provided for by the legislation in force regulating the matter.

The University also provides work injury and professional liability insurance coverage.

**Art. 13**

**Processing of personal data**

Given the provisions set in Legislative Decree No 33/2013 and subsequent amendments, and set in the Minerva Code, in relations to publication obligations, the University of Camerino undertakes to respect the confidential nature of information provided by candidates, pursuant to Regulation (EU) No 2016/679. The data provided are treated only for the purposes related to and necessary for the selection procedure and the possible appointment, in compliance with regulations and provisions in force.

**Art. 14**

**Rights and duties**

Rights and duties are provided for by the legislation in force regulating fixed-term Researchers’ status.

**Art. 15**

**Return of documents and publications**

Within 3 months from the publication date of the Rector’s Decree - containing the approval of records - in the Italian Official Journal, and expired the period abided by law for appeals (that is 60 days from the same date), candidates can ask back their documents (academic titles and publications), except in case of ongoing legal disputes. Documents can be asked for either in person or through an authorised person, at the Human Resources Department of the University of Camerino, the so-called *“Area Persone, Organizzazione e Sviluppo”,* at Via Gentile III da Varano, 62032 Camerino (MC).

Once the aforementioned allowed period will have expired, the University will be by no means responsible for the aforesaid publications.

**Art. 16**

**Officer in charge of the procedure**

The officer in charge of the procedure is Dr. Anna Silano, tel. 0039 0737 402024, e-mail [anna.silano@unicam.it](mailto:anna.silano@unicam.it).

**Art. 17**

**Legal provisions**

For any matter not covered by this announcement, relevant legislation in force regulating public competitions and University laws applies.

**Camerino, 13 August 2019**

THE RECTOR

(Prof. Claudio Pettinari)

**ATTACHMENT “A”**

**Application form (on ordinary paper)**

**To the Rector**

Università degli Studi

di Camerino

Campus Universitario

Via D’Accorso n.16

62032 CAMERINO (MC)

I, the undersigned ………………………………………………………………………… Place of birth ……………………………….…………….……. Date of birth ………….…………… Place of residence ………………………………………………...……….. Province (if in Italy) ……….……….

Country (if other than Italy) ….………….………………… Address ………………………………… Postcode ………….

**HEREBY APPLY FOR ADMISSION**

to the selection procedure for the conferral of n. 1 position as fixed-term Researcher in accordance with art. 24, para. 3, letter b), Law No. 240/2010, Competition Sector ……………………………......., Scientific Disciplinary Sector …………………... at the School of …………………………………… enacted under Rector’s Decree no. …… on ………………..., published in the Italian Official Journal – 4th Special Series, n. …… on ……………………...……….

In accordance with art. 76, Presidential Decree No 445/2000, in full awareness that any untruthful statement made herein will entail sanctions laid down in the criminal code, under my own personal responsibility, I, the undersigned, declare:

1. tax identification number or national identification number: …………..…….……..………..;
2. current address for the purposes of this application: town ………………………………, n. ……, street (district, square etc.) ………………………………, postcode …………, province (if in Italy) ………... country (if other than Italy) …………………………………, tel. ………………………..….., e-mail …….………………………………………………...;
3. citizenship: ……………………….………….;
4. *(if Italian citizen)* to be enrolled in the electoral register of the Municipality of……………………………, or not to be enrolled, because …………..……………….………………..………………………………………...;
5. to have a clean criminal record, otherwise in case of criminal conviction, specify details of judgements: ………………………………….………….. ; not to have pending lawsuits or to have the following pending lawsuits ………..………………....………………………….;
6. to enjoy full rights as citizen;
7. not to be excluded from active electorate, not to have been relieved of a post in a public office and not to have been removed from office as a civil servant, because of persistent inefficiency or gross misconduct according to art. 127, para. d), Presidential Decree No.3/1957;
8. to be aware of the legal provisions regulating employment as civil servants in a Public Administration (Presidential Decree No 3/1957);
9. to be a disabled person who require the following aid ……………………. (if applicable);
10. not to be related, up to and including the fourth degree of family relationship, to a professor of the School activating the present selection procedure, as well as to the Rector, General Director or any member of the University Board;
11. not to be a professor or University Researchers being member of permanent staff (the so-called “ricercatore di ruolo”), even if no longer employed;
12. to authorize the University of Camerino to process personal data in accordance with Regulation (EU) No. 2016/679, as previously stated in the current competition announcement;
13. to have a fair command of the Italian language *(applicable to foreign citizens)*;
14. to enjoy full rights as citizen in the state of origin or of provenance, or reasons for failing to enjoy ………………………...………………………………... *(applicable to foreign citizens)*;
15. to be in possession of the following admission requirements *(Tick appropriate box)*:

- to hold a PhD qualification obtained in Italy (…) or abroad (…)

- to hold a Phd equivalent qualification obtained in Italy (…) or abroad (…)

- to hold a postgraduate degree awarded by a School of Medicine *(“titolo di Specializzazione Medica”*), where relevant and applicable;

1. not to hold or not to have held a post-doctoral grant or a fixed-term Researcher contract with the University of Camerino or other Italian universities in accordance with art. 22 and art. 24, Law No. 240/2010, as well as with other institutions in accordance with art. 22, para. 1, Law no. 240/2010 for a period exceeding twelve years, even if not continuous, when summed with the contract duration of the current competition announcement;
2. to commit to give lectures, classes and seminars in English;
3. to have the following position regarding obligations imposed by the applicable laws concerning military service (applicable to Italian citizens born before 1986) …..……………………………..

I, the undersigned, attach to my application:

1. two copies of my dated and signed scientific and teaching curriculum vitae, and an electronic copy of the same CV without indicating the personal data (meaning also signature and possible photo) in the document, to be sent to[**anna.silano@unicam.it**](mailto:anna.silano@unicam.it);
2. documents and qualifications deemed relevant to the purposes of the selection procedure and two dated and signed copies of the accompanying detailed list, together with a personal declaration of certification;
3. two dated and signed copies of a detailed list of publications, together with a personal eclaration of certification;
4. documents demonstrating possession of requirements in accordance with art. 3;
5. a photocopy of tax identification number or national identification number (applicable to foreign citizens) and of a valid identity document – photocopies must be signed.

I, the undersigned, declare to be fully aware that untruthful statements will entail sanctions laid down in the Criminal Code and the special laws applied in this matter.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ATTACHMENT “B”**

* **PERSONAL DECLARATION OF CERTIFICATION**

**(art. 46, Presidential Decree No 445/2000)**

* **DECLARATION IN LIEU OF AFFIDAVIT**

**(art. 19 and 47, Presidential Decree No 445/2000)**

tick appropriate box

I, the undersigned

SURNAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (married women must declare their maiden name)

NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TAX IDENTIFICATION NUMBER \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLACE OF BIRTH \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PROVINCE\_\_\_\_\_ COUNTRY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE OF BIRTH\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SEX \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLACE OF RESIDENCE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PROVINCE\_\_\_\_\_\_\_\_

COUNTRY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ADDRESS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

POSTCODE \_\_\_\_\_\_\_\_\_\_\_\_\_ TELEPHONE NUMBER\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***in full awareness that any untruthful statement made herein will entail sanctions laid down in the Criminal Code and in the special laws applied in this matter (art. 76, Presidential Decree No 445/2000),***

HEREBY DECLARE:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pursuant to and in accordance with Regulation (EU) No. 2016/679, I, the undersigned, declare to be aware that the collected personal data will be processed, also by ICT tools, exclusively for the purposes of the current selection procedure.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_