

Determina Rep. n. 1170/2023, prot. n. 112742 del 04.05.2023

PUBLIC SELECTION, BASED ON QUALIFICATIONS AND EXAMS, FOR THE RECRUITMENT OF N. 1 TECHNOLOGIST EX ART. 24 BIS LAW N. 240/2010, OF I I LEVEL, FIXED-TERM, FOR A PERIOD OF 36 MONTHS, AT THE DEPARTMENT OF FOOD AND DRUG SCIENCES WITHIN THE PROJECT "ON FOODS - RESEARCH AND INNOVATION NETWORK ON FOOD AND NUTRITION SUSTAINABILITY, SAFETY AND SECURITY - WORKING ON FOODS" - Codice Rif. 2023tecT007

THE GENERAL MANAGER

having regard to the Statute of the University of Parma;

having regard to the D.P.R. 10.1.1957, n. 3 "*Consolidated Text of the provisions concerning the statute of civil servants of the State*", as well as the related implementing rules;

having regard to Law 9.5.1989 n. 168 "*Establishment of the Ministry of University and Scientific and Technological Research*" and, in particular, Article 6 containing rules on the autonomy of universities;

having regard to Law 7.8.1990 n. 241 on "*New rules on administrative procedure and right of access to administrative documents*" and subsequent amendments;

having regard to Law 5.2.1992 n. 104, concerning assistance, social integration and the rights of disabled people and in particular art. 20, relating to "*Examination tests in public competitions and for the qualification to professions*";

having regard to the D.P.C.M. 7.2.1994 n. 174, concerning "*Regulation laying down rules on access for citizens of Member States of the European Union to jobs in public administrations*";

having regard to the D.P.R. 09.05.1994 n. 487 and subsequent amendments, concerning "*Regulation laying down rules on access to jobs in public administrations and the procedures for conducting competitions, single competitions and other forms of recruitment in public employment*";

having regard to Law 15.5.1997, n. 127 concerning "*Urgent measures for the streamlining of administrative activity and decision-making and control procedures*" and subsequent amendments;

having regard to Law no. 68 of 12.3.1999 and subsequent amendments and additions, concerning rules for the right to work of disabled people;

having regard to the D.P.R. 28.12.2000 n. 445, containing the "*Consolidated Text of the laws and regulations on administrative documentation*";

having regard to Legislative Decree no. 165 of 30.3.2001 on "*General rules on the organization of work employed by public administrations*" and subsequent amendments;

having regard to Legislative Decree no. 196 of 30.6.2003, containing the "*Code regarding the protection of personal data*", Legislative Decree no. 101 of 10.08.2018 on "*Provisions for the adaptation of national law to Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC*", as well as the relevant regulations in force of the University;

having regard to Legislative Decree no. 198 of 11.4.2006, which issued the "*Code of equal opportunities between men and women, in accordance with Article 6 of Law no. 246 of 28.11.2005*";

having regard to the Decree of the Ministry of Education, University and Research 9.7.2009, which establishes the equivalence between degrees of the "old system", specialized degrees (Ministerial Decree no. 509/1999) and master's degrees (Ministerial Decree no. 270/2004), for the purpose of participation in public competitions;

having regard to Legislative Decree no. 150 of 27.10.2009, "*Implementation of Law no. 15 of 4 March 2009, on the optimization of public labour productivity and efficiency and transparency of public administrations*" and subsequent amendments;

having regard to Legislative Decree no. 66 of 15.3.2010 containing the "*Code of the military order*" and, in particular, Articles. 1014, paragraphs 3 and 4 and art. 678, paragraph 9, as well as Legislative Decree 28.01.2014, n. 8 containing "*Provisions on military and civilian personnel of the Ministry of Defense, as well as measures for the functionality of the same administration, pursuant to articles 2, paragraph 1, letters c) and e), 3, paragraphs 1 and 2, and 4, paragraph 1, letter e), of Law 31 December 2012, n. 244*";

having regard to Law 06.11.2012 n. 190 on "*Provisions for the prevention and repression of corruption and illegality in the public administration*";

having regard to Legislative Decree no. 33 of 14.03.2013 on "Reorganization of the *regulations concerning the obligations of advertising, transparency and dissemination of information by Public Administrations*" and subsequent amendments;

having regard to Legislative Decree no. 39 of 08.4.2013 containing "*Provisions on the non-transferability and incompatibility of positions with public administrations and private entities under public control, pursuant to Article 1, paragraphs 49 and 50, of Law no. 190 of 06.11.2012*";

having regard to Law 06.08.2013 n. 97, containing "*Provisions for the fulfillment of the obligations deriving from Italy's membership of the European Union-European Law 2013*" and, in particular, art. 7 amending the rules on access to jobs in public administrations;

having regard to the C.C.N.L. relating to the personnel of the "*Education and Research – Three-year period 2016-2018*" Sector;

having regard to Law no. 56 of 19.06.2019 on "*Interventions for the concreteness of the actions of public administrations and the prevention of absenteeism*" and subsequent amendments;

having regard to Law 30.12.2010, n. 240 and, in particular, Article 24 bis, entitled "*Fixed-term technologists*", introduced by D.L. 09.02.2012, n. 5, converted, with amendments, by Law 04.04.2013, n. 35;

recalled the current University Regulations containing "*Recruitment and discipline of fixed-term technologists pursuant to art. 24 bis of Law 30.12.2010, n.240* ", issued by Rector's Decree Rep. DRD n. 758/2022, prot. N. 109475 of 06.05.2022;

recalled the "*Integrated Plan of Activities and Organization (PIAO) 2022/2024*" adopted by the University of Parma;

having regard to Regulation (EU) No 2021/241 of 12.02.2021 establishing the Recovery and Resilience Facility;

having regard to the National Recovery and Resilience Plan (PNRR), officially presented to the European Commission on 30.04.2021, pursuant to art. 18 of Regulation (EU) 2021/241, positively assessed by ECOFIN Council Decision of 13.07.2021, notified to Italy by the General Secretariat of the Council with note LT161/21 of 14.07.2021;

having regard to Legislative Decree 09.06.2021, n. 80, converted, with amendments, by Law 06.08.2021, n. 113, containing: "*Urgent measures for the strengthening of the administrative capacity of public administrations functional to the implementation of the National Recovery and Resilience Plan (PNRR) and for the efficiency of justice*" and, in particular, Article 1, which provides that the Administrations, holders of interventions provided for in the PNRR, may charge the PNRR only for the costs of recruiting staff specifically intended to carry out the projects for which they have direct ownership of implementation, within the limits of the amounts to be provided for in the corresponding cost items of the economic framework of the project;

Whereas, for the recruitment of staff to be employed for the implementation of the PNRR:

- the Administrations holding interventions can resort to the selection methods established by the aforementioned article 1 of Legislative Decree 09.06.2021, n. 80, stipulating fixed-term employment contracts and collaboration contracts;
- the total duration of these contracts may exceed thirty-six months, but not exceeding the duration of implementation of the projects falling within the competence of the individual Administrations and, in any case, no later than 31 December 2026, with the possibility of renewal or extension, even for a duration other than the initial one, for no more than once;
- such contracts must contain, under penalty of nullity, the draft PNRR to which the work relates;
- failure to achieve milestones and targets, intermediate and final, provided for by the project, constitutes just cause for withdrawal of the Administration from the contract pursuant to Article 2119 of the Civil Code;
- the expenditure limits referred to in Article 9, paragraph 28, of Legislative Decree 31.05.2010, n. 78 are waived, converted, with amendments, by Law 30.07.2010, n. 122, as well as the constraints imposed by the organic endowment;

having regard to Legislative Decree no. 77 of 31.05.2021, converted, with amendments, by Law no. 108 of 29.07.2021, on "*Governance of the National Recovery and Resilience Plan and first measures to strengthen administrative structures and accelerate and streamline procedures*";

having regard to the D.P.C.M. 09.07.2021 identifying the central administrations holding interventions provided for in the PNRR, pursuant to Article 8, paragraph 1, of Legislative Decree 31.05.2021, n. 77;

having regard to Legislative Decree no. 152 of 06.11.2021, converted, with amendments, by Law no. 233 of 29.12.2021, containing "*Urgent provisions for the implementation of the National Recovery and Resilience Plan (PNRR) and for the prevention of mafia infiltration*";

having regard to the Circular of the Ministry of Economy and Finance no. 4 of 18.01.2022, concerning "*National Recovery and Resilience Plan (PNRR) - Article 1, paragraph 1 of Decree-Law no. 80 of 2021 - implementing indications*";

given the D.L. 30.04.2022 n. 36, converted into law, with amendments, by art. 1, paragraph 1, L. 29.06.2022, n. 79, cd. PNRR Decree 2, containing "*Further urgent measures for the implementation of the National Recovery and Resilience Plan (NRP)*", which, inter alia, reforms recruitment procedures;

taking note of the Project "ON Foods - Research and innovation network on food and nutrition Sustainability, Safety and Security – Working ON Foods - code PE00000003" Funding body: Ministry of University and Research – National Recovery and Resilience Plan (PNRR) Mission 4 "Education and Research" - Component 2 "From research to business", Investment Line 1.3 of the M4C2 Component "Creation of Partnerships extended to universities, research centers, companies for the financing of projects of basic research projects", referred to in Ministerial Decree no. 1141 of 7 October 2021, CUP D93C22000890001; having regard to the resolution of the Council of the Department of Food and Drug Sciences in the session of 14.03.2023 taken at the University protocol at no. 78968 of 16.03.2023, and subsequent integration prot. n. 82044 del 21.03.2023, concerning the request for activation of n. 1 place by Technologist at the Department itself for carrying out activities to support the implementation of the aforementioned project; having regard to the Board of Directors Resolution no. CDA/30-03-2023/149 of 30.03.2023 with which the proposal, made by the Director of the Department of Food and Drug Sciences with the acts referred to in the previous point, of recruitment, with a full-time and fixed-term employment contract lasting 36 months, was implemented and approved, pursuant to art. 24 bis of Law 30.12.2010 n. 240, of n. 1 Technologist of I level, to be framed in the category Cat. D, economic position D3, with a performance allowance of 15%, and to be assigned to the Department itself for the implementation, as part of the National Recovery and Resilience Plan (PNRR), of the project already mentioned and better specified below:

Title	ON Foods - Research and innovation network on food and nutrition Sustainability, Safety and Security – Working ON Foods - codice PE00000003
Administrative manager of the project	Prof. Daniele Del Rio
Mission	4 - Education and Research
Component	2 - From research to business
Investment line	1.3 "Creation of partnerships extended to universities, research centers, companies for the financing of projects of basic research projects" funded by the European Union –NextGenerationEU
Reference action	Public notice issued by Directorial Decree no. 341 of 15 March 2022 of the Ministry of University and Research presentation of Proposals for intervention for the creation of "Partnerships extended to universities, research centers, companies for the financing of basic research projects"

Considering, also, that the stipulation of the aforementioned contract provides for an annual commitment of € 42,990.00 gross, as a total of € 128. 970.00, to which is added an ancillary economic treatment equal to 15%; deemed not to proceed, as permitted by Article 3, paragraph 8, of Law 19.06.2019, n. 56, amended by Article 1, paragraph 14 ter, of D.L. 09.06.2021, n. 80, to the activation of the mobility procedure governed by art. 30 of Legislative Decree no. 165 of 30.3.2001; given that, in this context, articles 34, paragraph 6, and 34 bis of Legislative Decree 30.03.2001, n. 165 do not apply; considered, therefore, to be able to proceed with the announcement of a public selection for the recruitment, with a full-time and determined employment contract lasting 36 months, of n. 1 Level II Technologist, to be classified in category D, economic position D3, with a performance allowance of 15%, and to be assigned to the Department of Food and Drug Sciences for the implementation, within the National Recovery and Resilience Plan (PNRR) of the activities of the aforementioned Project code PE00000003 and CUP D93C22000890001; Finally, considering that this announcement should also be published on the InPA portal, a gateway for the recruitment of PA staff of the Department of Public Administration, aimed at citizens and Public Administrations, in order to give greater and wider dissemination to the procedure in question;

determines

ART. 1 – Call for the competition procedure

A public selection is called for the recruitment of n. 1 technologist pursuant to art. 24bis Law no. 240/2010 of I I level, with fixed-term employment contract, with full-time hourly commitment, lasting 36 months, with remuneration corresponding to Cat. D, economic position D3, of the current CCNL of the Sub-Fund, financed under the PNRR, as per the specifications indicated in the introduction, within the Project "ON Foods - Research and innovation network on food and nutrition Sustainability, Safety and Security - Working ON Foods - code PE00000003" - Scientific Director: Prof. Daniele Del Rio - at the

Department of Food and Drug Sciences , with Project Code PNRR_PE10_ONFOODS_2023 – CUP D93C22000890001 - Code Ref. 2023tecT007.

The research program provides support for the definition and application of methods to assess exposure to phenolic compounds in foods by means of a metabolomic approach within several research studies.

As part of the aforementioned project, the following activities must be carried out:

1. the development and application of analytical methods in the field of liquid chromatography and mass spectrometry, for the analysis of secondary compounds of plant origin in biological matrices;
 2. the management of instrumentation, even complex ones, planning preventive and corrective maintenance to ensure an efficient state of operation, guaranteeing the protection of health and safety in the workplace (Legislative Decree 81/2008);
 3. the autonomous management of a research laboratory in terms of procurement of reagents, solvents and consumables;
- Knowledge of the use of the main IT tools and the most widespread application software is also required, as well as a good knowledge of the English language.

ART. 2 - Admission requirements to the competition

To be admitted to the competition, the following requirements must be met on the expiry date of the deadline for submitting the application for admission:

1. Italian citizenship or citizenship of one of the Member States of the European Union. Italians not belonging to the Italian Republic are treated as citizens of the Italian State. Pursuant to art. 38 of Legislative Decree 30.03.2001 n. 165 and subsequent amendments, family members of citizens of Member States of the European Union, not having the nationality of a Member State, who hold the right of residence or the right of permanent residence and third-country nationals who hold the EC residence permit for long-term residents or who hold refugee status or protection status can also participate in the selection. Subsidiary.

2. **Educational qualifications:**

Master's Degrees belonging to the following classes:

- LM-6 Biology,
- LM-7 Agricultural Biotechnology,
- LM-8 Industrial biotechnology,
- LM-9 Medical, Veterinary and Pharmaceutical Biotechnology,
- LM-13 Pharmacy and Industrial Pharmacy,
- LM-21 Biomedical Engineering
- LM-22 Chemical Engineering
- LM-54 Chemical Sciences,
- LM-61 Human Nutrition Sciences,
- LM-69 Agricultural Sciences and Technologies
- LM-70 Food Science and Technology,
- LM-71 Science and technology of industrial chemistry,
- LM-73 Forest and Environmental Sciences and Technologies,
- LM-74 Geological Sciences and Technologies

OR

specialized degrees and the previous system comparable to previous classes.

AS WELL AS

Particular professional qualification inherent in the place put out to tender and knowledge of chromatographic analysis techniques coupled with mass spectrometry, in particular if applied to the analysis of secondary compounds of plant origin in biological matrices.

For qualifications obtained abroad, in cases where there has been no different discipline at Community level, the candidate can participate in the selection by declaring in the application the data relating to the equivalence measure or, if he does not have it, attaching the receipt of initiation of the equivalence procedure of his qualification to that required by the announcement, according to the procedure referred to in art. 38 of Legislative Decree 30.03.2001 n. 165 (reference website: <http://www.funzionepubblica.gov.it/strumenti-e-controlli/modulistica>). The equivalence procedure must be initiated by the deadline of the call: in this case the candidate is admitted to the selection with reservations, it being understood that the declaration of equivalence of the qualification must be compulsorily possessed at the time of recruitment;

3. age not less than 18 years;
4. enjoyment of civil and political rights;
5. physical fitness for employment to be ascertained by the Administration at the time of any recruitment;
6. be in compliance with the rules concerning military service obligations (declaration reserved only for Italian citizens born within the year 1985);
7. not to be excluded from the active political electorate;
8. not have been dismissed, dismissed from employment with a Public Administration for persistent insufficient performance or have been declared forfeited from a state employment pursuant to art. 127, paragraph 1, lett. d) of the T.U. of civil employees of the State, approved by D.P.R. 10.01.1957 n. 3, or dismissed for just cause or justified subjective reason from employment with a Public Administration;
9. not having reported final criminal convictions, in Italy and abroad, which could prevent, according to current regulations, the establishment of the employment relationship. In any case, it is the candidate's responsibility to indicate in the application for participation in the selection whether or not he has criminal convictions that have not yet become final and/or whether or not he is subject to criminal proceedings.

Citizens of Member States of the European Union or their family members or third-country nationals referred to in point 1) above must also possess, under penalty of exclusion, the following requirements:

1. enjoy civil and political rights also in the States of origin or origin, except as provided for by current regulations with reference to refugee status;
2. be in possession, with the exception of the ownership of Italian citizenship, of all the other requirements provided for citizens of the Republic;
3. have adequate knowledge of the Italian language.

The above requirements must be met on the date of expiry of the deadline for submitting applications for admission to the selection procedure.

Candidates shall be admitted to the selection procedure with reservations. The Administration may order, at any stage of the procedure, even after the tests, with a reasoned provision of the Director General, the exclusion from this procedure for lack of the prescribed requirements.

ART. 3 - Application and deadlines for admission to the competition

The application for participation in the selection procedure, as well as the curriculum vitae and any attachments, must be submitted, under penalty of exclusion, electronically, using the dedicated PICA computer application, available at:

<https://pica.cineca.it/unipr/2023tect007>

In this regard, candidates are invited to consult **the Guidelines** available at the same address.

The procedure for completing and sending the application electronically (including any documentation requested) must be completed no later than 13.00 (Italian time) on the twentieth day, starting from the day following that of publication on the University website. If the expiry date indicated falls on a public holiday, the deadline shall be extended to the first working day.

The date of electronic submission of the application form will be certified by the PICA system; The receipt of the application and its subsequent registration will be notified to the candidate through two separate e-mail messages.

Each question will be assigned a unique identification number (application ID) and a protocol number visible within the application; for each subsequent communication the application ID must be used together with the competition code **2023tecT007**

No other forms of submission of applications or documentation useful for participation in this procedure are permitted.

The computerized procedure for submitting applications and attachments will be deactivated strictly at the end of the deadline and the computer system will no longer allow access to the form, nor the sending of the application.

In the event of the unavailability of the IT procedure described, the University of Parma reserves the right to communicate the procedure.

The application for electronic participation must be completed in all its parts, as indicated in the procedure; The requested documents can only be attached in PDF format.

Under penalty of exclusion, the application must be signed by the candidate in one of the manner specified in the guidelines.

Within the deadline of the call, the candidate can withdraw his/her application using the PICA system; The receipt of the request for withdrawal and its registration will be notified to the candidate by means of two separate e-mail messages. Beyond the deadline of the call, any renunciation to participate in the procedure, signed and dated, it must be promptly communicated to protocollo@unipr.it or protocollo@pec.unipr.it together with a copy of an identity document, specifying the application ID together with the procedure code.

To report problems of a purely technical nature, you can contact SUPPORT through the link at the bottom of the <https://pica.cineca.it/unipr> page.

In the application, the candidate must indicate the address elected for the purposes of the procedure, as well as a telephone number and e-mail address for communications from the University Administration.

Any changes must be promptly communicated to this University by e-mail to the following address: concorsipta@unipr.it

Furthermore, the Administration assumes no responsibility for the non-receipt of communications, depending on incorrect indications by the competitor or on failure or late communication of the change of addresses and addresses indicated in the application, nor for any computer or possibly postal errors, in any case attributable to the fact of third parties, unforeseeable circumstances or force majeure.

After the expiry of the term of this announcement, no documentary integration will be admitted.

In the admission application, candidates must declare, under their personal responsibility and in accordance with the D.P.R. 28.12.2000 n. 445, the following:

- a) surname and name (married women must indicate their maiden name);
- b) place and date of birth;
- c) possession of Italian citizenship or citizenship of one of the Member States of the European Union, or of being a family member of a citizen of one of the Member States of the European Union who holds the right of residence or the right of permanent residence, or of be a citizen of a third country holding an EU residence permit for long-term residents or being a holder of refugee status or subsidiary protection status;
- d) if an Italian citizen, the municipality in whose electoral lists she is registered, or the reasons for non-registration or cancellation from the same lists; if a citizen or a foreign citizen, to enjoy civil and political rights also in the country of origin or origin, or the reasons for the non-enjoyment of the same. Candidates with citizenship other than Italian must also declare that they have adequate knowledge of the Italian language;
- e) any reported criminal convictions (even if an amnesty, amnesty, pardon or judicial pardon has been granted) and any pending criminal proceedings;
- f) that he has not been dismissed or dispensed from employment in a Public Administration due to persistent insufficient performance, nor that he has been declared forfeited from a state employment, pursuant to art. 127, first paragraph, letter d), of the T.U. of the provisions concerning the statute of civil servants of the State, approved with Presidential Decree 10.01.1957, n. 3;
- g) possession of the qualification required for participation in the selection as well as the particular professional qualification in relation to the type of activity envisaged;
- h) possession of any qualifications that can be evaluated;
- i) its position with regard to military obligations;
- j) not to have a relationship of kinship or affinity up to and including the fourth degree with a Professor belonging to the reference structure, with the Rector, the General Director or a member of the University Board of Directors or with a member of the Judging Commission ;
- k) any services provided to Public Administrations and any causes for termination of previous public employment relationships;
- l) any preferred qualifications, as per art. 9, held on the expiry date of the deadline for submitting applications for admission to the selection. These qualifications will be taken into consideration only if they have been declared in the application for participation in the selection and are held by the deadline for submitting the application;
- m) the securities, subject to evaluation, held and deemed useful for the purposes of the selection;

n) the residence with the indication of town, street, house number, province and postal code and, for the purposes of communications by the University Administration in relation to this selection, a telephone number and an e-mail address and the domicile elected for the purposes of the selective procedure. Any change in residence / domicile must be promptly communicated to the address concorsipta@unipr.it

Candidates are required to pay, by the expiry date of the application submission deadline, under penalty of exclusion from the procedure, a contribution of € 25. This contribution must be paid by bank transfer credited to a current account in the name of *Università di Parma, c/o Crédit Agricole Italia S.p.A. – Agenzia di Parma – Via Università, 1 – 43121 Parma - Codice IBAN IT 25 L 06230 12700 000038436533.*

Candidates who, pursuant to art. 16 of Law no. 68/1999 and art. 20 of Law no. 104/1992, are entitled to it, will have to make an explicit request regarding the necessary aid, as well as the possible need for additional time for carrying out the tests. To this end, they must attach to the application form appropriate certification issued by the appropriate public medical commission, so as to allow the Administration to prepare in time the means and tools to ensure regular participation in the competition.

In application of Law no. 170/2010, candidates with specific learning disabilities will be able to take advantage of 30% additional time in the written tests and any additional aids, upon request for support. The request must be drawn up following the instructions available in the online application procedure for participation in the selection.

The Administration will carry out appropriate checks, including random checks, on the veracity of the content of the requests for participation and on the certificates and certifications produced by the candidate during the procedure, in relation to the provisions of the Presidential Decree 28.12.2000 n. 445.

The Administration guarantees equality and equal opportunities between men and women for access to work and treatment at work.

ART. 4 - Selection Commission

The Judging Commission will be appointed by order of the Director General and will be composed of three members, chosen from professors or experts with proven competence in the subjects covered by the research project, also external to the University, on the proposal of the structure proposing the recruitment of the technologist.

ART. 5 - Evaluation of qualifications

Qualifications that can be assessed, to which an overall score not exceeding 40 points will be assigned (of which up to 20 points for academic qualifications and up to 20 points for the particular cultural and professional qualification), provided they are relevant to the activities of the post selection, are as follows:

QUALIFICATIONS

- Master's degree score: up to 15/100
 - Points 5/100 with a score of up to 100 out of 110
 - Points 10/100 with a score between 101 and 104 out of 110
 - Points 15/100 with a score between 105 and 110 (with or without honors) out of 110 or equivalent scores obtained abroad (the conversion table used for Erasmus projects is authentic)
- PhD relevant to the themes of the call: up to 5/100
 - Achievement of the title points 2; depending on the years attended 3 points for a quota of 1 per year concluded.

PARTICULAR CULTURAL AND PROFESSIONAL QUALIFICATION

- Work and research experience in the specific sector: up to 15/100
- Participation in courses and conferences on topics relevant to the project: up to 5/100

The qualifications relied on as an access requirement cannot be included among the qualifications that can be evaluated.

The evaluation of qualifications will be carried out only for candidates who have taken the written test, after the test itself, and before correcting the related papers. The result of the evaluation of qualifications will be made known before the oral exam takes place, with notification to the candidates by email.

Titles can be presented in one of the following ways:

- a) in photocopy with a substitutive declaration of affidavit certifying its conformity with the original, pursuant to art. 47 of Presidential Decree 28.12.2000, n. 445, together with the front and back photocopy of an identification document;
b) declared in lieu of certification, pursuant to art. 46 of the Presidential Decree n. 445/2000, together with the front and back photocopy of an identification document.

Qualifications, self-certifications and substitutive declarations received by this University after the deadline for submitting applications to participate in the competition will not be taken into consideration.

Acts and documents drawn up in a foreign language must be accompanied by an Italian translation in accordance with the foreign text, drawn up by the competent diplomatic or consular representation, or by an official translator.

Pursuant to the D.P.R. 28.12.2000 n. 445, without prejudice to the provisions of Law 15.5.1997 n. 127, if the untruthfulness of the content of the declaration emerges from the control of the substitute declarations, the declarant forfeits any benefits resulting from the provision issued on the basis of the untruthful declaration.

ART. 6 - Attachments to the application

The application must be accompanied by:

- a) **qualifications subject to evaluation pursuant to Art. 5 of this announcement;**
b) **copy of the identity document in the case provided above by Art. 4;**
c) **copy of the bank transfer concerning the participation fee;**
d) **curriculum vitae in European format.**

ART. 7 - Exams

The exams, which will consist of a written test, which will be carried out in presence, with the help of IT tools, and an oral test, which can be carried out in presence or in remote videoconference, are aimed at ascertaining the possession of skills, understood as a set of knowledge and logical-technical, behavioral and managerial skills.

WRITTEN TEST

The written test, with theoretical and practical content, will consist of a series of open-ended questions aimed at ascertaining the candidates' aptitude to analyze and give technical, operational, organizational and managerial solutions to problems related to the figure referred to in art. 1 of the announcement.

The maximum score attributable to the written test is 30 points. **Candidates who have reported a mark of at least 21/30 in the written test will be admitted to the oral exam.**

ORAL EXAM

The oral exam will focus on topics related to the areas of knowledge and skills required for the figure referred to in art. 1 of the announcement. The good knowledge of the English language will also be ascertained together with the most commonly used computer applications (MS Office, e-mail, internet). Particular attention will be paid to the evaluation of the candidate's ability to link theoretical aspects with the solution of practical cases, as well as to evaluate his aptitude for filling the position advertised.

The maximum score attributable to the oral exam is 30 points. **The oral exam will be considered passed if the candidates achieve a mark of at least 21/30.**

The **overall mark of the tests** is determined by adding the marks obtained in the written test and in the oral test.

CALENDAR OF TESTS:

WRITTEN TEST	23 JUNE 2023, h 9.00
ORAL EXAM	27 JUNE 2023, h 9.00

WRITTEN TEST

The list of candidates admitted to the written test will be communicated by notice published on **Friday 16 JUNE 2023** on the University's institutional web portal, in the section dedicated to the procedure, accessible by link to the address <http://www.unipr.it/node/17504> IN COMPLETION.

Any changes to the calendar of the test and / or to the methods of carrying out the same, any venue and the time of convocation will be communicated through further notices, having the value of notification in all respects, published on the institutional web portal of the University, in the section dedicated to the procedure, reachable by connection to the address <http://www.unipr.it/node/17504> IN COMPLETION.

During the written test, candidates may not bring with them books, periodicals, daily newspapers and other publications of any kind, nor may they bring bags or the like, capable of containing such publications, which must in any case be delivered before the beginning of the tests to the supervisory staff, who will return them at the end of the tests, without assuming any responsibility for their content. The use of electronic equipment (computers, mobile phones or PDAs and other) will not be allowed, except those provided by the Administration, under penalty of immediate exclusion from the competition. The consultation of uncommented regulatory texts and the dictionary of the Italian language will be allowed only if authorized by the relevant Commission, which will communicate it to the candidates immediately before the same test.

Furthermore, during the tests, candidates will not be allowed, under penalty of immediate exclusion from the procedure, to communicate with each other verbally or in writing, or to relate to others, except with those in charge of supervision or with the members of the selection board.

ORAL EXAM

The list of candidates admitted to the oral test, together with the vote reported by each individual in the written test, any changes to the calendar of the test and / or to the methods of carrying out the same, the possible venue and the time of convocation will be communicated on **Monday 26 June 2023**, by notice, having the value of notification for all purposes, published on the institutional Web portal of the University, in the section dedicated to the procedure, reachable by link to the address <http://www.unipr.it/node/17504> IN COMPLETION.

Each candidate, in order to ensure compliance with the legislation on the processing of personal data, will be identified with the unique personal identification code that will have been attributed by the Pica application to the relative application submitted.

Given the current situation with reference to the SARS-CoV-2 (COVID-19) contagion, candidates are invited to periodically consult the page of the University website accessible at <http://www.unipr.it/node/17504> *ATTIVI* or *IN PROGRESS*, for any communications regarding this competition procedure. These communications will have the value of notification for all legal purposes.

ART. 8 - Preferences with equal merit

Competitors who have passed the oral exam must submit to this University, within the peremptory term of fifteen days starting from the day following that in which they took the test itself, a substitutive declaration of certification, certifying the possession of the qualifications of preference, with the same evaluation, already indicated in the application, which also shows the possession of the requirement on the expiry date of the deadline for the presentation of the application for admission to the competition. This documentation is not required in cases where public administrations possess it or can dispose of it by requesting it from other public administrations, as long as it is indicated by the candidate.

The preference titles indicated exclusively in the application form and not subsequently in the manner described above, will not be considered useful for the purposes of the ranking.

The candidate must declare, for the purposes of applying the right of preference, the title that gives the right to this benefit, providing a precise indication of the essential elements for finding the information or data requested, as required by art. 43 of the Presidential Decree 445/2000. Based on current legislation, preference is given, with the same merit, in the following order:

- 1) those awarded with the medal for military valor;
- 2) mutilated and disabled ex-combatants of war;
- 3) mutilated and disabled as a result of war;
- 4) mutilated and disabled for service in the public and private sector;
- 5) war orphans;
- 6) orphans of those who died as a result of war;
- 7) orphans of those killed for service in the public and private sector;
- 8) wounded in combat;
- 9) awarded a war cross or other special certificate of war merit, as well as heads of large families;
- 10) children of the mutilated and war invalids ex combatants;
- 11) children of the maimed and invalids due to war;
- 12) children of the maimed and disabled for service in the public and private sector;
- 13) widowed parents who have not remarried, the spouses who have not remarried and the widowed or unmarried sisters and brothers of those killed in war;

- 14) widowed parents who have not remarried, the spouses who have not remarried and the widowed or unmarried sisters and brothers of those who died as a result of war;
 - 15) widowed parents who have not remarried, the spouses who have not remarried and the widowed or unmarried sisters and brothers of the fallen for service in the public and private sector;
 - 16) those who have served in the military as combatants;
 - 17) those who have rendered commendable service or service without demerit, for whatever reason, for not less than one year in the administration that launched the competition;
 - 18) married and unmarried with regard to the number of dependent children;
 - 19) disabled and mutilated civilians;
 - 20) military volunteers of the Armed Forces congedati without demerit at the end of the firm or re-affirmation.
- 20-bis) athletes who have maintained sports working relationships with military sports groups and civil bodies of the State. With equal merit and qualifications, preference is determined:
- 1) the number of dependent children, regardless of whether the candidate is married or not;
 - 2) from having given praiseworthy service, or service without demerit, in public administrations;
 - 3) from the minor age.

ART. 9 - Formulation and approval of the ranking

Once the examination tests have been completed, as well as the qualifications assessed, the Commission of selection draws up the merit ranking of the candidates in descending order of the overall score obtained by the same. **The overall mark is determined by adding to the mark obtained in the evaluation of qualifications, the mark obtained in the written test as well as the mark obtained in the oral exam.**

With the observance, with equal merit, of the rules on preferences provided for in the previous article, the acts of the competition will be approved as well as the ranking of merit and the winner will be declared under the suspensive condition of ascertaining the requisites required for the General Manager. admission to employment.

The general merit ranking, together with that of the winner under the suspensive condition of ascertaining the requisites required for admission to employment, will be published on the online Register as well as on the website of the University of Parma, as well as on the website of the MIUR.

The ranking is immediately effective and takes effect for a period of two years from the date of the aforementioned publication, without prejudice to the different provisions of the law.

There are no declarations of eligibility for selection.

ART. 10 - Establishment of employment relationship

The University of Parma will stipulate with the winners a fixed-term contract of subordinate law, with full-time hourly commitment lasting 36 months, possibly renewable, and remuneration corresponding to Cat. D economic position D3, of the current CCNL of the Sub-Fund, based on the research project referred to in art. 1 of this call, equal to an annual commitment of € 42,990.00 gross, as a total economic treatment, for a total of € 128,970.00 (gross administration).

An ancillary economic treatment equal to 15% of the basic salary is also envisaged. The ancillary remuneration will actually be quantified on the basis of the evaluation carried out annually by the Director of the Department in relation to the objectives achieved, taking into account the available resources.

At the time of taking up service, the employee is required to prove, pursuant to art. 46 of Presidential Decree 28.12.2000, n. 445, by substitutive declaration of certifications, the possession of the requisites for admission to employment, as specified in art. 2 of this announcement. The declaration relating to the requirement of nationality and enjoyment of political rights must indicate the possession of the requirement on the date of expiry of the notice. The University of Parma will carry out appropriate checks on the veracity of the substitute declarations, pursuant to art. 71 of D.P.R. 28.12.2000, n. 445. If the check should reveal the untruthfulness of the content of the declaration, the declarant will forfeit the benefits obtained on the basis of the untruthful declaration and the termination of the contract will be determined, without prejudice to the provisions of art. 76 of D.P.R. 28.12.2000, n. 445, on criminal rules.

ART. 11 - Taking into service

Pursuant to the current National Collective Labor Agreement for the staff of the Education and Research Section, a trial period is envisaged; the public administration employee with a length of service of not less than two years is not subject to probation. Failure to hire the service within the term established by the contract, without justified reason, unquestionably assessed by the University, will result in the immediate termination of the contract.

Failure or incomplete delivery of the required documentation or failure to regularize the documentation within the prescribed period leads to the immediate termination of the employment relationship.

ART. 12 - Termination of the contract

The termination of the employment relationship is determined by the expiry of the term or by the withdrawal of one of the parties. Each of the contractors may withdraw from the contract before the expiry of the term if a cause occurs which, pursuant to art. 2119 of the Civil Code, does not allow the continuation, even provisional, of the contract.

ART. 13 - Final rules

For matters not covered by this announcement, the provisions of the aforementioned Regulation and the current provisions on the conduct of competitions, as well as those contained in the Section CCNL currently in force, apply.

Pursuant to art. 24bis, paragraph 5, the stipulated contract does not give rise to rights regarding access to the roles of the academic or technical-administrative staff of the University. Under no circumstances may the employment relationship exceed the legal limits, nor be transformed into an indefinite period.

This call for applications, written in Italian and English, will be made public by:

1. publication on the MIUR - European Union website
2. publication in the online register and on the website of this University at the address <http://www.unipr.it/node/17504>
3. ATTIVI

ART. 14 - Treatment of personal data

The personal data of the candidates, communicated to the University of Parma, will be processed, in paper or electronic form, for the sole purposes related to the conduct of the competition and the management of any employment relationship, in compliance with the provisions in force. Candidates are invited to read the information, provided pursuant to art. 13 of EU Regulation 2016/679 - General Data Protection Regulation, available at:

https://www-new.unipr.it/sites/default/files/2022-06/modello_informativa_selezioni_reclutamento.pdf

the applications and documents produced by the candidates constitute "administrative documents" with respect to which, except in exceptional cases, the need for confidentiality must be excluded. These acts, once acquired in the insolvency procedure, leave the personal sphere of the participants who, therefore, do not assume the role of counter-parties involved in the judgment aimed at accessing the documents of the procedure by another person. In any case, the provisions of the General Regulation on the Protection of Personal Data will be respected (EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 (GDPR), relating to the protection of individuals with regard to the processing of Personal Data. , as well as the free circulation of such data, published in the OJEU of 04 May 2016.

ART. 15 - Head of the procedure

Pursuant to Law 7.8.1990, n. 241, as amended and integrated by Law 11.2.2005, n. 15, the Head of the competition procedures is Dr. Stefano Ollari, Head of the Organizational Unit (U.O.) Administration of Technical Administrative Staff and Organization.

ART. 16 - Information

For any information, interested parties may contact the Organizational Unit (U.O.) Administration of Technical Administrative Staff and Organization of the University of Parma, Via Università 12, 43121 Parma - Telephone numbers: 0521.034382 / 0521.034386 - E-mail address: concorsipta@unipr.it

The staff in charge receives the public by appointment only and answers phone calls from Monday to Friday from 9:00 to 11:00.

Avv. Candeloro Bellantoni

Firmato digitalmente ai sensi del D.Lgs. n. 82/2005

U.O.R. Unità Organizzativa Responsabile	Area Dirigenziale Personale e Organizzazione	Avv. Riccardo Marini
R.P.A. Responsabile del Procedimento Amministrativo	U.O. Amministrazione Personale Tecnico Amministrativo e Organizzazione	Dott. Stefano Ollari