



**Subject: Public selection procedure, based on qualifications and exams, for the recruitment of two (2) second-level Technologist on a fixed-term full-time contract, for the period of 18 months, withing the scope of the Project “Marche-Umbria-Abruzzo Innovation Ecosystems - VITALITY Innovation, digitalisation, and sustainability for the diffused economy in Central Italy” – CUP J13C22000430001 (PNRR) University of Camerino – NOTICE OF COMPETITION**

### **THE DIRECTOR GENERAL**

**HAVING REGARD TO** Law No. 240 of 30 December 2010, in particular Art. 24a, regulating the position of “Fixed-term Technologists”;

**WITH REFERENCE TO** “Regulations for the hiring of fixed-term Technologists, pursuant to Art. 24a of Law No. 240/2010”, issued with Rector’s Decree No. 32191 of 05 June 2020;

**HAVING REGARD TO** the current Italian National Collective Labour Agreement for employees in the university and research sector;

**HAVING REGARD TO** the National Research Program (Italian acronym: PNR) 2021-2027, approved by the Inter-ministerial Committee for Economic Planning with Resolution No. 74 of 15 December 2020;

**HAVING REGARD TO** the National Recovery and Resilience Plan (Italian acronym: PNRR), officially presented to the European Commission on 30 April 2021, pursuant to Art. 18 of Regulation (EU) No. 2021/241, and approved by the ECOFIN Council Decision of 13 July 2021, and notified to Italy by the General Secretariat of the Council with Note LT161/21 of 14 July 2021;

**HAVING REGARD TO** Decree-Law No. 80 of 09 June 2021, converted, with amendments, by Law No. 113 of 06 August 2021, containing: “Urgent measures for strengthening the administrative capacity of public administration bodies for the purpose of implementation of the National Recovery and Resilience Plan (PNRR) and for the efficiency of justice”;

**HAVING REGARD TO** the Decree-Law No. 36 of 30 April 2022, converted with amendments by Law No. 79 of 29 June 2022, containing “Further urgent measures for the implementation of the National Recovery and Resilience Plan (PNRR)”, for the reform of the rules on the recruitment of university staff:



**HAVING REGARD TO** the Note of the Ministry of University and Research AOODGFIS-D.G. No. 9303 of 08 July 2022, for the planning, coordination, and financing of higher education institutions, containing clarifications on the application of the aforementioned reform legislation;

**HAVING REGARD TO** the Director General's Decree No. 3277 of 30 December 2021, with which the public notice was issued for the presentation of intervention proposals for the creation and strengthening of "innovation ecosystems", for the construction of "R&D Territorial Leaders" - Innovation Ecosystems - as part of the National Recovery and Resilience Plan, Mission 4 Education and Research - Component 2 From Research to Business - Investment 1.5, funded by the European Union - - NextGenerationEU;

**HAVING REGARD TO** Director General's Decree for admission to financing No. 1057 of 23 June 2022, which approved the loan of € 115,996,558.73 for the implementation of the Innovation, digitalisation, and sustainability for the diffused economy in Central Italy - VITALITY project;

**HAVING REGARD TO** the mandatory deed sent by e-mail to the Rector and the Director General of the University of Camerino on 5 August 2022, which indicates the terms and conditions of the Decree for admission to financing (Director General's Decree No. 1057 of 23 June 2022), and which dictates the time schedule for the implementation of the VITALITY project;

**HAVING REGARD TO** Law No. 168 of 09 May 1989, implementing the constitutional principle of university autonomy;

**HAVING REGARD TO** Presidential Decree No. 487 of 09 May 1994 and subsequent amendments and additions, laying down rules on access to jobs in Public Administrations Bodies, and the procedures for conducting selection procedures;

**HAVING REGARD TO** Prime Ministerial Decree No. 174 of 07 February 1994, laying down rules on the access of citizens of the Member States of the European Union to jobs in Public Administration Bodies, in particular to Art. 3;

**HAVING REGARD TO** Law No. 241 of 07 August 1990, laying down rules on administrative procedures and the right of access to administrative documents;

**HAVING REGARD TO** Law No. 104 of 05 February 1992 and subsequent amendments, governing assistance, social integration and the rights of the disabled;



**HAVING REGARD TO** Presidential Decree No. 445 of 28 December 2000 and subsequent amendments and additions, laying down legislative and regulatory provisions on administrative documentation;

**HAVING REGARD TO** Legislative Decree No. 165 of 30 March 2001, laying down general rules on the organisation of work for employees of Public Administration Bodies;

**HAVING REGARD TO** Legislative Decree No. 198 of 11 April 2006, containing the “Code of Equal Opportunities between Women and Men”, pursuant to Art. 6 of Law No. 246 of 28 November 2005, as amended by Legislative Decree No. 5 of 25 January 2010;

**WITH REFERENCE TO** the Gender Equality Plan 2022-2024, by virtue of which the University of Camerino guarantees equality and equal opportunities for men and women with regard to access to work, and related conditions;

**HAVING REGARD TO** Law No. 190 of 06 November 2012, containing “Provisions for the prevention and repression of corruption and illegality in the Public Administration Bodies”;

**WITH REFERENCE TO** the Code of Ethics and Conduct of the University of Camerino, issued with Rector's Decree No. 16 of 03 February 2015, later amended by resolution of the Board of Directors No. 93 of 26 June 2019;

**TAKING NOTE** of the fact that the Board of Directors approved the Integrated Plan of Activities and Organisation (*Italian acronym: PIAO*) in its meeting of 03 May 2022 which, as required by the Decree-Law No. 80 June 2021, converted with amendments by Law No. 113 of 06 August 2021, starting from 30 April 2022, contains, as an integral part, the planning for the prevention of corruption and transparency, replacing, in fact, the Three-year Plan for the Prevention of Corruption and Transparency;

**HAVING REGARD TO** Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, which provides for the “Reorganisation of the procedures concerning the obligations of publicity, transparency and dissemination of information by Public Administration Bodies”;

**HAVING REGARD TO** Legislative Decree No. 196 of 30 June 2003, containing the “Code regarding the protection of personal data”, Legislative Decree No. 101 of 10 August 2018, containing “Provisions



for the adaptation of national legislation to regulation (EU) No. 2016/679 of the European Parliament and of the Council, of 27 April 2016, concerning the protection of individuals with regard to the processing of personal data, as well as the free movement of such data, and which repeals Directive 95/46/EC”, as well as the relevant University regulations in force;

**HAVING REGARD TO** Inter-ministerial Decree of 09 July 2009, establishing the equivalence between the old system degree diplomas, specialist degrees (LS) pursuant to Ministerial Decree No. 509/99 and Master degrees (LM) pursuant to Ministerial Decree No. 270/04 for the purposes of participation in public competitions and subsequent amendments;

**WITH REFERENCE TO** the Resolution of the Council of the School of Science and Technology No. 140 of 16 November 2022, requesting the activation of two positions of Second-Level Fixed-Term Technologists, for the period of 18 months on a full-time basis;

**CONSIDERING THAT** the economic-financial coverage relating to the two Technologist contracts will be entirely covered by the funds of the Marche-Umbria-Abruzzo Innovation Ecosystem Project - VITALITY Innovation, digitalisation, and sustainability for the diffused economy in Central Italy - CUP J13C22000430001 (PNRR);

**CONSIDERING THAT** at Unicam there are currently no rank lists, from which to draw to cover the required profiles, it is considered appropriate to proceed with a public competition in order to recruit qualified personnel from outside Unicam;

**HAVING REGARD TO** Legislative Decree No. 8 of 28 January 2014, containing “Provisions concerning military and civilian personnel of the Ministry of Defence, as well as measures for the functionality of the same administration body”, in particular Art. 11;

**CONSIDERING THAT** the reserve for discharged military volunteers is envisaged for the announced positions at a fraction of a post equal to 0.30;

**TAKING INTO ACCOUNT** that the theoretical reserve determined to date, updated to the latest competition announced (Instruction of the Director General Prot. No. 90271 of 23 December 2022 Public competition, by qualifications and exams, for 2 category C places, Technical, technical-scientific, and



data processing area, economic position C1, with permanent full-time employment contract, for the needs of the teaching laboratories of Chemistry and Pharmaceutical Technology of the University of Camerino - place of work Camerino) is 3.95 places;

**HAVING REGARD TO** Art. 5, paragraph 1 of Presidential Decree No. 3 of 10 January 1957, referred to in the aforementioned Art. 1014 of Legislative Decree No. 66/2010, pursuant to which “in public competitions for admission to managerial and conceptual careers, the reserve of positions provided for by special laws in favour of particular categories of citizens cannot overall exceed half of the places available”;

**CONSIDERING THAT** in this procedure two (2) places are announced, for which it is possible to apply the reserve, as one place is to be reserved, as a priority, for the categories of volunteers of the Armed Forces in short term or fixed term, pursuant to Art. 11 of Legislative Decree No. 8/2014 and Art. 678 paragraph 9 of Legislative Decree No. 66/2010;

**TAKING NOTE** of the fact that candidates who intend to avail themselves of the benefits provided for by the aforementioned legislative decrees must explicitly mention them in the application form, according to the provisions of the appropriate form;

**TAKING NOTE** of the fact that if, at the end of the procedure, there are no suitable subjects entitled to the military reserve, the Administration will arrange for the reserved place to be filled, based on the order of the general rank list;

**CONSIDERING THAT** the use of internet tools and the institutional website of this University (<https://www.unicam.it>) allow to pursue the principles of efficiency, economy, and speed of completion of the competition procedure;

**ASCERTAINED**, therefore, the availability of the funds necessary for the hiring two such employees;

## **PRESCRIBES AS FOLLOWS**

### **Art. 1 – Number and type of open positions**

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University of Camerino, hereinafter UNICAM, announces a public selection procedure, based on qualifications and exams, for the recruitment two (2) Second-Level Technologists, on a fixed-term full-time contract, for the period of 18 months, within the scope of the Project “Marche-Umbria-Abruzzo Innovation Ecosystems - VITALITY Innovation, digitalisation, and sustainability for the diffused economy in Central Italy” – CUP J13C22000430001 (PNRR) for the School of Science and Technology.

Pursuant to Art. 678, paragraph 9, and Art.1014, paragraphs 3 and 4, of Legislative Decree No. 66/2010, it is specified that in the event that there is among the suitable candidates, a candidate belonging to the volunteers of the Armed Forces, one (1) placed in competition will be reserved for him/her.

Legal and economic conditions established by law and in the National Collective Labour Agreement in force apply to the position of Technologist.

## **Art. 2 - Duties and professional qualities required**

The successful candidate will be responsible for the following tasks:

- elaboration and management of international and national research actions;
- promotion of participation in international and national networks;
- support in the drafting of scientific production texts, research project proposals and reports requested by research project funding bodies;
- support in relations with various industrial and academic research partners, at local, national, and international level;
- support to the scientific manager in relation to the monitoring and evaluation of the scientific and management actions developed within the Vitality project;
- support in developing and consolidating partnership relationships both with the other project SPOKES and with the HUB;
- support for the organisation of dissemination and dissemination initiatives to be developed within the Vitality project;
- support for the launch and management of project activities, also in coordination between the various WPs.

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For the development of the above activities, the following professional expertise, knowledge and skills are required:

- good knowledge of Project Design and Project Cycle Management;
- knowledge of the reference legislation of the PNRR, and knowledge of the legislation relating to the organisation of the university system, with particular attention to Law No. 240/2010 and subsequent amendments and the internal regulation of UNICAM;
- knowledge of the main provisions on the protection of industrial property, with particular reference to European, national, and PNRR projects;
- good computer knowledge;
- good knowledge of university management processes;
- excellent knowledge of written and spoken English;
- excellent interpersonal skills and spirit of initiative and proactiveness in supporting decision-making processes;
- excellent ability to work in a group/team and orientation towards both internal and external users.

### **Art. 3 – Requirements for participation in the selection procedure**

In order to participate in the selection procedure, candidates must meet the following requirements:

a. Academic degrees:

- three-year degree (L), obtained pursuant to Ministerial Decree No. 270/2004 or Ministerial Decree No. 509/1999 or prior Ministerial Decree No. 509/1999 (the so-called old system degree);
- particular cultural and professional qualification in relation to the activity to be carried out, obtainable from a previous work experience of at least three years, or from a doctorate or university master's degree in the management topics, or in the scientific topics of the project;

Or:

- degree under the old system or specialist degree (LS) obtained pursuant to Ministerial Decree No. 509/99 or master's degree (LM) obtained pursuant to Ministerial Decree No. 270/2004, or single-cycle degree obtained pursuant to the aforementioned ministerial provisions;



- particular cultural and professional qualifications related to the activity to be carried out that can be obtained from a previous work experience of at least one-year duration, or from a doctorate or university master's degree in management topics or in the scientific topics of the project;

Candidates who have obtained their academic degrees abroad must present the Certification of full recognition (equipollence) of their degree, aimed at the release of an Italian university degree, in accordance with applicable laws; if such full recognition has not been obtained, a declaration of equivalence to the required degree, or a declaration of presentation of the request for the declaration of equivalence is required, according to the procedure described in Art. 38 of Legislative Decree No. 165/2001. In the latter case, candidates will be admitted to the selection procedure under reserve, it being understood that the declaration of equivalence of their academic degree must necessarily be possessed at the time of recruitment.

- b. Italian citizenship. Citizens of Member States of the European Union may also participate in the selection procedure, as well as their family members who are not citizens of a Member State, but who are holders of the right of residence or the right of permanent residence, as well as citizens of third countries, who are holders of an EU residence permit for long-term residents, or holders of refugee status or subsidiary protection status;
- c. Age not less than 18 years;
- d. physical fitness for the job to which the selection procedure refers, to be ascertained by the Administration at the time of recruitment. An occupational health physician from UNICAM will carry out a medical examination, in accordance with applicable laws, and in particular in cases governed by Art. 41 of Legislative Decree No. 81/2008 and subsequent amendments and additions;
- e. Regular status with regard to military service obligations (for candidates born before the year 1986);
- f. Not being excluded from the active political electorate;
- g. Not having been banned from Public Administration offices, or dismissed from a position in Public Administration Bodies for consistently insufficient performance, and not having been revoked from another position in the public sector for making use of false or permanently invalid documents;





h. Not having a degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School publishing the proposal for the activation of the contract, or with the Rector, Director-General, or a member of the University's Board of Governors.

Candidates who are citizens of the Member States of the European Union, or of third countries, must possess the following additional requirements:

- a) enjoyment of full civil and political rights in their State of origin or provenance;
- b) good command of Italian language.

**All the requisites listed above must be possessed on the date of the expiry of the deadline set for the submission of the application for admission to the selection procedure.**

All candidates will be admitted to the selection procedure subject to verification of the aforementioned admission requirements.

The Administration, by means of a reasoned provision, may at any time order the exclusion from the selection procedure of those candidates who do not meet the prescribed requirements. The exclusion will be communicated directly to the interested party by e-mail.

#### **Art. 4 – Procedures and deadlines for submitting the application for participation in the selection procedure**

Applications for participation in this selection procedure must be submitted within the peremptory term of 30 days, starting from the day following the date of publication of the relevant Notice in the Official Gazette of the Italian Republic - the 4<sup>th</sup> Special Series - Competitions and Exams. If the deadline for submitting the application falls on a Saturday or a public holiday, the deadline shall be postponed to the first working day.

To participate in the selection procedure, it is necessary to fill in and sign an online application, drawn up according to the model provided by the platform.

The application and the related attachments must be submitted exclusively through the computer application system adopted, available at the link indicated on the webpage on which the Notice of the Selection Procedure was published.



For the online submission of the application, candidates must have an ordinary e-mail address (not certified e-mail), for the purposes of registering with the system. Registration must be done at the time of first access.

Please note that the e-mail address indicated by the candidate during registration will be used by this Administration for all subsequent communications relating to the selection procedure in question.

All information needed for the correct completion and submission of the application is available in the “*Guide to completing the online application*”, published on the application form home page.

**The application must be submitted exclusively through the online procedure indicated in the Notice**, bearing the following wording: “*Application for the public selection procedure, based on qualifications and exams, for the recruitment of two (2) Second-Level Technologists on a fixed-term full-time contract, for the period of 18 months, within the scope of Project “Marche-Umbria-Abruzzo Innovation Ecosystems - VITALITY Innovation, digitalisation, and sustainability for the diffused economy in Central Italy” – CUP J13C22000430001 (PNRR), for the School of Science and Technology of the University of Camerino*”.

**Applications presented in ways other than online will not be considered admissible and therefore will be excluded.**

**The online compilation and submission of the application must be carried out by 01:00 p.m. (Italian time) on the day of expiry of the Notice.**

**Participation in the selection procedure involves, under penalty of exclusion, the payment of a contribution to cover the costs of the procedure, non-refundable, equal to € 20.00.**

The payment must be made by the deadline date of the Notice, exclusively through the PagoPA payment system, by connecting to the link published on the University website, on the page dedicated to the Notice, indicating as reason “Selection Procedure for Fixed-Term Second-Level Technologists”.

Each person may submit only one application.

The following must be attached to the application, in PDF, JPG, JPEG, or PND format (maximum allowed size for single attachment is 5 MB):

- copy of a valid identification document (front and back);



• training and professional curriculum vitae, preferably in the European CV format, exclusively for information purposes, which will not be evaluated by the Selection Committee;

- (if applicable) a copy of the provision recognising the qualification obtained abroad;
- (if applicable) self-certification relating to the possession of one of the preferential qualifications listed in Annex 1 to this Notice.

Successful application and date of receipt of the application is certified by the computer system by means of a receipt, which will be automatically sent to the e-mail address provided by the candidate during registration.

The computer application system for submitting the application will remain active even on any days when the University is closed.

After the deadline for submitting applications, the system will no longer allow submissions.

Assistance with the online compilation may be requested by sending a specific support request directly from within the platform and will be suspended starting from the twenty-ninth day from publication of the Notice, and until the deadline for the online compilation and submission of the application. Assistance in completing the online application form shall be suspended on public holidays and days before public holidays.

In the application, candidates must declare, assuming full responsibility, pursuant to Presidential Decree No. 445/2000, the following:

- their last name, first name, date and place of birth, tax identification code, residence, requested contact information;
- citizenship of one of the Member States of the European Union, or a family relationship (with an EU citizen) not having the citizenship of a Member State, but holding the right of residence or the right of permanent residence, or being citizens of third countries holding an EU residence permit for long-term residents, or holding a refugee status or subsidiary protection status;
- not being excluded from the active political electorate in the Country of origin or provenance;
- in case of foreign citizens, adequate knowledge of Italian language;
- absence of a finding of permanent physical and mental unfitness to serve in public administration bodies;

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- regular status as regards military service obligations, for candidates born before 1986;
- not having been banned from Public Administration offices; not having been dismissed (fired for disciplinary reasons) from a position in Public Administration Bodies for consistently insufficient performance, and not having been revoked from another position in the public sector for making use of false or permanently invalid documents;
- any criminal sentences, even if not finalised, or settlements (indicating the details of the judicial measure, the authority that ordered it, and the rules violated), as well as any ongoing criminal proceedings (indicating the proceeding authority and the rules deemed violated by the proceeding authority); such declaration is required even if negative;
- university degree requested for the admission to the selection procedure;
- possession, if any, of one of the preferential qualifications indicated in Art. 5 paragraph 4 of Presidential Decree No. 487/1994 and listed in Annex 1 to this Notice;
- to be/not to be the holder of the reserve of posts with reference to the Armed Forces, pursuant to Art. 11 of Legislative Decree No. 8/2014 and of Art. 678 paragraph 9 of Legislative Decree No. 66/2010;
- any disabilities. Disabled candidates, in order to allow UNICAM to prepare in time the means and tools to guarantee regular participation in the selection procedure, must make an explicit request in their application for the aid required and/or additional time for the completion of the tests, in relation to their disability. The aid and/or additional times must be appropriately explained and documented with a specific declaration made by the medical examiner commission of the reference local healthcare authority, or an equivalent facility. This declaration must specify the limitations imposed by the disability, in relation to the selection procedure. The granting and assignment of aids and/or additional time shall be determined at the sole discretion of the Selection Committee, on the basis of the documentation presented, and upon examination of each specific case. All documentation supporting the declaration made regarding a candidate's disability may be submitted at the same time as the application form, or no later than ten days from the deadline date for submitting the application, using one of the methods prescribed for submitting the same, indicated



in this article. The delay or failure to submit this documentation will prevent us from adequately providing the assistance requested.

Any serious physical limitations of the candidate, occurring after the deadline date for submitting the application, which could provide for the granting of aids and/or additional time, must be documented by means of a medical certification that will be evaluated by the competent Examining Committee.

All declarations presented in the application form will be self-certified, pursuant to Articles 46 and 47 of Presidential Decree No. 445/2000, and must therefore contain all the elements that can allow for verification.

UNICAM shall not be held responsible for the loss of communications due to the incorrect indication of the address by the candidate, or due to failure to communicate, or late communication of the change of the address indicated in the application, or due to any postal, telegraphic, or internet issues, attributable to third parties, in the case of unforeseeable circumstances or force majeure.

#### **Art. 5 – Selection Committee**

La Selection Committee, in charge of the selection procedure in question, shall be appointed by the Director General, pursuant to Art. 5 of the Regulations: it shall be made up of three members selected from experts with experience and skills suitable for the selection, even outside the University, in compliance with the principle of equal opportunities.

The selection shall be made through the evaluation of qualifications, a written exam and an oral exam.

Any pre-selection test will consist in the administration of a series of closed multiple choice questions aimed at verifying the knowledge of the candidates on the topics covered by the selection procedure tests.

#### **Art. 6 – Pre-selection**

In the event that more than 40 applications are received, the Administration reserves the right to proceed with a pre-selection. In case of pre-selection, the first 40 candidates who have passed the



admission test will be admitted to the written test. During the performance of the aforementioned pre-selection test, candidates may not use paper, notes, manuscripts, books or publications of any kind, electronic equipment, IT tools, mobile phones, legal texts, codes and dictionaries.

**The score obtained in the pre-selection test does not contribute to the formation of the final mark.**

The Administration will verify the possession of the access requirements to the procedure only of those candidates who have passed the pre-selection test.

**The date, the time, and the place of the pre-selection test will be communicated by publication on the University website. This communication is considered as an official summons for all candidates admitted to the selection procedure.** Failure to take the pre-selection test will result in exclusion from the competition, whatever the cause.

The results of the pre-selection will be published on the website of the University of Camerino, on the page dedicated to the Selection Procedure.

The candidates who will be placed on the ranking list in the first 40 places, plus any *ex aequo* in the last position, shall be admitted to the subsequent tests.

In the event of postponement of the pre-selection, communication will be given, at least three days before the date indicated on the site, by means of a notice on the University website.

#### **Art. 7 – Assessable Qualifications**

The overall score attributable to the qualifications is **20/100** points.

The type of qualifications that may be assessed is as follows:

1) *Additional qualifications, other than those required for the participation in the selection procedure in question (max 5 points):*

- Master's degree (ex-Ministerial Decree No. 204/2004) or Specialist degree (ex-Ministerial Decree No. 509/1999), the so-called old-system Bachelor Degree (prior Ministerial Decree No. 509/1999);
- PhD;
- Specialisation school (postgraduate specialisation);
- University Master classes;

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- Training courses with issue of professional qualification certificate obtained by passing a final test.

## 2) *Professional experience (max 15 points)*

Additional professional experience with respect to that required for the admission, gained in the context of working relationships, with a precise and concise indication of the activities carried out and the employment period.

For the purposes of assigning scores relating to professional experience, candidates must indicate, in a precise and concise manner, the following: a) the activities carried out; b) the contractual framework (e.g. employment or self-employment, such as coordinated collaboration contracts, freelance contracts / occasional work contracts), indicating, where applicable, the level / category of employment, according to the rules of collective agreements; c) the employment period, and the identification details of the public or private entity for which they performed their services (exact name; Tax Code or VAT number; address of the registered office).

For the evaluation of qualifications, the Committee may establish additional sub-criteria, other than those listed above.

## Art. 8 – Exams

The tests will be carried out in compliance with current legislation on safety, health protection and prevention of the spread of Covid-19.

**Written exam:** the written exam will be aimed at verifying the level of knowledge of the subjects relating to the activities and professional qualities required, as per Art. 2 of this Notice. The maximum score attributable to the written exam is **40/100** points. The written exam is considered passed (successful) with a grade of at least 28 points out of 40 available.

We specify the following:

- a. access to the classroom, where the written exam will take place, shall be allowed by the members of the Selection Committee, or the Supervisory Committee, after verifying the personal identity of the candidates;

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- b. it is strictly forbidden to introduce in the classroom, where the written exam takes place, devices of any nature and type, that may be connected via wireless connections or to the normal telephone network by means any protocol capable of opening files, sending photographs and images, or to infrared or ultraviolet equipment of any kind, or to communicate with others. Only for justified reasons may the candidate be authorised by the Committee to introduce the aforementioned devices in the classroom. The power of the Committee and the Supervisor to take all appropriate measures remains unaffected. The candidates who contravene the aforementioned prohibition shall be excluded from the selection procedure;
- c. moreover, candidates are not allowed to communicate verbally or in writing or to relate to others, except with the Supervisors or the members of the Selection Committee;
- d. the exam must be written exclusively, under penalty of nullity, on paper bearing the stamp of the office and the signature or initials of a member of the Selection Committee or, in the case of the exam being conducted in a different location, by a member of the Supervisory Committee;
- e. The candidates may not bring with them writing paper, notes, manuscripts, books or publications of any kind;
- f. Candidates who contravene the previous provisions, or who have copied all or part of the written test, shall be excluded from the selection procedure. In the event that it appears that one or more candidates have copied the exam, in whole or in part, the exclusion shall apply to all the candidates involved.

The absence of the candidate from the written exam shall be considered as a renunciation of the selection procedure whatever the cause.

Candidates admitted to the oral exam shall be notified of the grade obtained in the written exam, and of the result of the assessment of qualifications, before the oral exam.

**Oral exam:** The oral exam shall be aimed at ascertaining the knowledge and professional qualities of the candidates in relation to the activities they are required to carry out. The exam shall consist in



ascertaining knowledge of the topics covered in the written exam, and of those described in Art. 2 of this Notice.

The oral exam shall also include the assessment of the English language command, and the command of the most common computer applications.

The maximum score attributable to the oral exam is **40/100 points**, and it shall be considered passed (successful) with a score of at least 28 points out of 40 available.

### **Art. 9 – Exams Schedule**

Schedule and venue of the tests will be published fifteen days before the expiry date of the deadline for submitting applications for participation on website <https://www.unicam.it>, in the “Contests and Selection Procedures” section – “Technical-administrative and executive staff” – “Procedures for Technologists” – “Ongoing Procedures”.

Candidates who have not received any exclusion measures are required to attend the exams with a valid identification document at the examination centre, where the exams will take place.

Any postponement of the exam dates will be announced on the University website, at least 3 days before the dates indicated above, under “Notices and Communications”.

The aforementioned publications have the value of notification in all respects and, therefore, no other communication shall be sent to the candidates.

### **Art. 10 – Drawing-up of the ranking list**

The overall achievable score is 100 points, divided as follows: qualifications maximum of 20/100 points; written exam maximum of 40/100 points; oral exam maximum of 40/100 points.

Candidates who have passed the following exams shall be included in the ranking list: the written exam passed with a score of at least 28 points out of 40 available, and the oral exam passed with a score of at least 28 points out of 40 available.



The provisional ranking list shall be drawn up by the Selection Committee on the basis of the score obtained by each candidate by adding:

- 1) score obtained in the evaluation of qualifications;
- 2) score obtained in the written exam;
- 3) score obtained in the oral exam.

The final ranking list shall be drawn up by provision of the Director General approving the documents, taking into account, for candidates with equal score, preferential qualifications, provided for in Art. 5 paragraph 4 of Presidential Decree No. 487/1994, and listed in Annex 1 to this Notice, if declared. UNICAM reserves the right to draw from the ranking list in compliance with the legislation in force at the time.

#### **Art. 11 – Working Relationship**

The University of Camerino will stipulate an 18-month fixed-term employment contract under private law with the successful candidates.

The related contract may be extended once only, and for a maximum of 3 additional years, subject to the fact that the overall duration of the contract may not exceed 5 years.

Full-time working hours are an average of 36 hours per week over three months, and on-duty presence is ensured by adjusting it to the needs of the management of research-related activities.

The Technologist has the obligation of clocking in and out.

The employment contract shall be signed by the Director General, and shall be governed by the provisions in force on the subject of employment relationships, including those regarding the taxes and social security benefits provided for earnings from employment. As far as the rights and duties of the employee are concerned, reference is made to the principles established by the National Labour Collective Agreement/University Section, and to the current legislation on employment in the public sector.

The Technologist's contract does not give rise to rights regarding access to the tenured academic or technical-administrative positions, and in the event that an employee relationship with the University already exists, it does not give rise to the transformation of the employment status within the framework.

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The employment relationship as a Technologist may not be combined with similar contracts, with other universities or with private scientific institutions, nor with PhD scholarships, nor with research grants or post-graduate research grants.

The position of a Technologist is not compatible with the exercise of trade and industry activities, and, in the case of full-time employment, it is not compatible with the conduct of a freelance activity. The University reserves the right to proceed with the revocation of the selection procedure in question, or not to proceed with the hiring of the winner, should the financial guarantees to cover the place fail or, in relation to the timing of the procedure, if it is not possible to hire the winner in compliance with the constraints of the PNRR project indicated in the introduction.

It will not be possible to proceed with the hiring of the winner who does not possess the certificate of equivalence of the qualification obtained abroad referred to in Article 3 above.

The trial period will be proportionate to the duration of the contract. Once this period has elapsed without the employment relationship having been terminated by one of the parties, the employees are considered confirmed in service.

If the winner takes up service, for a justified reason, late with respect to the pre-established deadline, the economic and juridical effects start from the day of taking up service.

Citizens of countries outside the European Union must be in possession of one of the residence permits envisaged by current legislation on immigration in order to stipulate the employment contract with the University of Camerino. Therefore, it will not be possible to proceed with the stipulation of the contract if the winner is not in possession of a suitable residence permit necessary for the purposes of recruitment, as well as if the same does not intend to simultaneously stipulate the residence contract in the cases provided for by law. Should this condition occur, the aforementioned candidate will be declared forfeited, and the contract will be stipulated with another suitable candidate in order of ranking list. The assessment of this condition will be carried out at the time of summoning to service. Furthermore, the loss of possession of the residence permit necessary for the establishment and continuation of the employment relationship will constitute grounds for termination of the contract if said loss occurs after the stipulation of the employment contract.



The all-inclusive financial compensation, parameterized to the staff belonging to category D, economic position D3 of the current National Labour Collective Agreement for the sector, it is paid over 13 months, and is made up as follows: basic fee and ancillary fee equal to 10% of the total remuneration. The ancillary fee will be paid in relation to the objectives achieved.

The total cost of the contract, and any other cost that may be foreseen (authorised travel, registration fees for courses or conferences, etc.) shall be charged to the funds relating to the project “Marche-Umbria-Abruzzo Innovation Ecosystems - VITALITY Innovation, digitalisation, and sustainability for the diffused economy in Central Italy” - CUP J13C22000430001 (PNRR).

The employment relationship of a Technologist shall end upon expiry of the term provided for in the relevant contract, or following the withdrawal of one of the parties, in the event of one of the causes described in Art. 2119 of the Civil Code, for which the continuation, even provisionally, of the relationship shall not be possible.

#### **Art. 12 - Causes for exclusion from the selection procedure**

The causes for exclusion from the Selection Procedure are the following:

- a. lack of even one of the admission requirements among those indicated in Article 3 above, from Letter a) to Letter h) and, for non-Italian candidates, lack of the requirement of enjoyment of civil and political rights in the country of their origin or provenance, and lack of the requirement of having good command of Italian language;
- b. submission of the application after 1:00 p.m. (deadline time which allows access to the elix-form IT platform for completing the application) on the thirtieth day from the date of publication of the Notice of the Selection Procedure in the Official Gazette
- c. non-payment of the contribution of € 20.00 by the Notice deadline;
- d. failure, on the part of the candidate, to sign the application form.

#### **Art. 13 – Public access**

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This Competition Notice will be published in the Official Gazette of the Italian Republic – the 4<sup>th</sup> Special Series - Competitions and Exams, on the University of Camerino website, at <http://www.unicam.it/bandi>, on the MUR [Italian Ministry of University and Research] website, at <http://bandi.miur.it>, and on the European Union website, at <http://ec.europa.eu/euraxess>.

The final ranking list will be published on the Unicam website, in the Notices section, under “Results”, and on the online notice board.

The period of validity begins to run from the date of publication of such ranking list.

#### **Art. 14 – Note on the application of the legislation on the anti-corruption actions**

University of Camerino, pursuant to Art. 1, Paragraphs 5 and 60 of Law No. 190/2012, containing “Provisions for the prevention and repression of corruption and illegality in the Public Administration Bodies”, has adopted, by Resolution of the Board of Directors of 03 May 2022, the Integrated Plan of Activities and Organisation (PIAO) which, as required by the Decree-Law of No. 80 of 09 June 2021, converted with amendments by Law No. 113 of 6 August 2021, from 30 April 2022, contains, as an integral part, the planning of the prevention of corruption and transparency, effectively replacing the Three-Year Plan for the Prevention of Corruption and Transparency.

Any reports relating to anomalies found in carrying out the selection procedure referred to in this Notice, may be sent to the Head of Anti-Corruption, at the following e-mail address: [direzione.generale@unicam.it](mailto:direzione.generale@unicam.it), or using the protected reporting procedure at the following e-mail address: <http://www.unicam.it/amministrazionetrasparente/segnalazione-di-condotte-illecite-whistleblowing>.

#### **Art. 15 – Personal data processing**

Pursuant to EU Regulation 2016/679, the data provided by the candidates shall be collected at UNICAM, for the purposes of conducting the selection procedure, and for the management of the employment relationship, and for all other obligations to be borne by UNICAM governed by applicable

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laws in force at the time.

UNICAM reserves the right to carry out verification on the veracity of the statements made.

#### **Art. 16 – Procedure Manager**

Pursuant to the provisions of Art. 5 of Law No. 241 of 07 August 1990, the Procedure Manager, referred to in this Notice of Competition, is Ms. Anna Silano ([anna.silano@unicam.it](mailto:anna.silano@unicam.it), Tel. 0737 402024).

For any administrative information, you may also contact Ms. Laura Casoni ([laura.casoni@unicam.it](mailto:laura.casoni@unicam.it), Tel. 0737 402433).

#### **Art. 17 – Referral Clause**

For all matters not expressly provided for in this Notice, the relevant provisions of the laws cited in the premises of this document, and of the laws in force on the subject, shall apply.

THE DIRECTOR GENERAL  
Eng. Andrea Braschi

## **Annex 1 - Preferential Qualifications**

**In case of a tie of qualifications, the preferential qualifications, in the order listed below, are the following:**

- 1) holders of a medal of military valour;
- 2) mutilated and disabled former combat soldiers;
- 3) persons mutilated and disabled in a war;
- 4) persons mutilated and disabled while on service in the public or private sector;
- 5) war orphans;
- 6) orphans of parents who were killed in a war;
- 7) orphans of parents who died while on service in the public or private sector;
- 8) persons wounded in combat;
- 9) holders of a war cross or other special certificate of war merit, as well as heads of large families;
- 10) children of mutilated and disabled former combat soldiers;
- 11) children of persons mutilated and disabled in a war;
- 12) children of persons mutilated and disabled while on service in the public or private sector;
- 13) widowed parents who have not remarried, spouses who have not remarried, and widowed or unmarried siblings of combat soldiers killed in war;
- 14) widowed parents who have not remarried, spouses who have not remarried, and widowed or unmarried siblings of persons who were killed in a war;
- 15) widowed parents who have not remarried, spouses who have not remarried, and widowed or unmarried siblings of persons who died while on service in the public or private sector;
- 16) persons who have served in the military as combatant soldiers;
- 17) persons who have rendered commendable service in any capacity, for not less than one year in the public administration body that launched the selection procedure;
- 18) married and unmarried persons with regard to the number of dependent children;;
- 19) disabled and the mutilated civilians;
- 20) volunteer soldiers of the Armed Forces discharged without demerit at the end of the active-duty or reserve periods.

**In case of a tie of qualifications and preferential qualifications, as listed above, the preference shall be given to a candidate of a younger age, subject to the number of dependent children, regardless of the candidate's marital status.**

At the time of the submission of the application, the candidates must declare if they are in possession of any of the aforementioned qualifications, by producing a self-certification (an affidavit in lieu of certification), stating the preferential qualification or qualifications in their

possession, and indicating the exact name of the Public Administration Body that holds such qualifications in their name.

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