



Subject: Selection procedure for the recruitment of 1 (one) Associate Professor position, pursuant to Art. 18, Paragraph 1 of Law No. 240/2010, for the Academic Recruitment Field 07/H4 “Clinical Medicine and Veterinary Pharmacology” and for the Academic Discipline VET/07 “Veterinary Pharmacology and Toxicology” at the School of Biosciences and Veterinary Medicine (Ministerial Decree No. 445/2022) – NOTICE OF SELECTION PROCEDURE.

THE RECTOR

- HAVING REGARD TO Law No. 168 of 9 May 1989, implementing the constitutional principle of university autonomy, providing for the recognition of the teaching, scientific, organisational, financial and accounting autonomy of Universities;
- HAVING REGARD TO Law No. 537 of 24 December 1993, and, in particular, Art. 5, establishing the financial autonomy of the University;
- HAVING REGARD TO Law of 30 December 2010, No. 240, providing for “Rules for the organisation of universities, academic staff, and recruitment, as well as the government's responsibility to encourage the quality and efficiency of the university system”, in particular Art. 18;
- WITH REFERENCE TO University Regulations governing the appointment of full and associate professors, issued with Rector’s Decree No. 489/2022 Prot. No. 86507 of 13 December 2022, recently amended with Rector’s Decree No. 124/2023 Prot. No. 27775 of 19 April 2023;
- HAVING REGARD TO Legislative Decree No. 49 of 29 March 2012, laying down the rules for the planning, monitoring and evaluation of the budget and recruitment policies of universities, implementing Law No. 240/2010;
- HAVING REGARD TO Ministerial Decrees of 26 February 1999 and of 4 May 1999, respectively, concerning identification and reclassification of academic disciplines in university studies, subsequently amended by Ministerial Decree of 4 October 2000;
- HAVING REGARD TO Ministerial Decree No. 855 of 30 October 2015, reclassifying Groups of Academic recruitment fields, and Academic recruitment fields, referred to in Art. 15 of Law No. 240/2010;
- HAVING REGARD TO the University of Camerino signing the declaration of commitment to adopt the European Charter for Researchers and of the Code of Conduct for the Recruitment of Researchers, in July 2005;
- HAVING REGARD TO Law No. 104 of 5 February 1992, as amended, governing assistance to, social integration and the rights of the disabled;
- HAVING REGARD TO Law No. 241 of 7 August 1990, as amended, concerning the rules on the transparency of administrative procedures, and on access to administrative documents;

Administration

www.unicam.it
TAX CODE: 81001910439
VAT No. 00291660439
protocollo@pec.unicam.it

Division of Human Resources, Organisation and Development

Via Gentile III Da Varano
62032 Camerino (Italy)
Tel. +39 0737 402024.
e-mail: anna.silano@unicam.it



- HAVING REGARD TO Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, providing for “Reorganisation of the regulation concerning the right of civic access and the obligations of publicity, transparency and dissemination of information by Public Administrations”;
- HAVING REGARD TO Presidential Decree No. 445 of 28 December 2000, as amended, providing for the so-called “Consolidated Act on legislative and regulatory provisions with reference to administrative documentation”;
- WITH REFERENCE TO the Code of Ethical Conduct of the University of Camerino, issued with Rector’s Decree, No. 16 of 3 February 2015 and recently modified with the Rectoral Decree n. 123 of 19 April 2023;
- HAVING ACKNOWLEDGED that the Board of Directors, in its meeting of 31 January 2023, approved the new Integrated Plan of Activities and Organisation (PIAO), which, as required by the Decree-Law No. 80 of 9 June 2021, converted with amendments by Law No. 113 of 6 August 2021, starting 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;
- WITH REFERENCE TO the resolutions of the Board of Directors and the Academic Senate of 27 March 2023, which established the distribution of 6.85 staff points among the University Schools, aimed only at recruiting teaching and research staff, in compliance with the 8 staff points approved in the Integrated Plan of Activities and Organisation (PIAO) 2023-2025, deriving from Ministerial Decrees No. 445 of 6 May 2022 (Extraordinary plans for university staff recruitment 2022-2026) and No. 1106 of 24 September 2022 (Ordinary assignment of staff points);
- HAVING REGARD TO Ministerial Decree No. 445 of 6 May 2022 “Extraordinary plans for university staff recruitment 2022-2026”, which assigned state university institutions the resources allocated by article 1 paragraph 29 letter a) of Law No. 234 of 30 December 2021, intended for the activation of 4 Extraordinary Plans, named A, B, C and D;
- CONSIDERING that, with the aforementioned Ministerial Decree, as part of the Extraordinary Plan called Plan A, resources corresponding to a total of 14.5 staff points were assigned to the University of Camerino for the recruitment of university professors, fixed-term researchers pursuant to Art. 24 paragraph 3 letter b) of Law No. 240/2010, and technical administrative personnel, whose recruitment and relative employment must take place by 31 October 2024;
- HAVING ACKNOWLEDGED that the new Integrated Plan of Activities and Organisation (PIAO) 2023-2025, approved by the Board of Directors in its meeting of 31 January 2023, as a single programming document, provides for the assignment of a total of 16 staff points, deriving from the Extraordinary Plan called “Plan A” provided for by Ministerial Decree No. 445/2022, and from the ordinary assignment provided for by Ministerial Decree No. 1106/2022, of which 8 for teaching staff and 8 for technical-administrative staff;

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- WITH REFERENCE TO the resolution of the School of Biosciences and Veterinary Medicine No. 102 of 5 April 2023, with which the academic recruitment field, the academic sector, the type of scientific and teaching commitment, the creation of the so-called. social impact (so-called third mission), the number of publications to be presented, and the procedures for ascertaining the knowledge of foreign language;
- WITH REFERENCE TO the resolutions of the Board of Directors and the Academic Senate of 12 May 2023, in which, among others, the activation of this procedure was approved;
- ASCERTAINED the financial availability to announce the above described Associate Professor position, which will be covered by the resources allocated by Ministerial Decree No. 445 of 6 May 2022 (Extraordinary Plan called Plan A);

DECREES

Art. 1

Type of Academic Recruitment

Two selection procedures by call, for 1 (one) position of Associate Professor, are now open for applications, pursuant to Art. 18, Paragraph 1 of Law No. 240/2010, at the University of Camerino, with a single administrative office headquarters, even though several teaching and/or research facilities are located in municipalities other than Camerino, for the below specified School, Academic recruitment field, and Academic discipline:

SCHOOL OF BIOSCIENCES AND VETERINARY MEDICINE

1 (one) position of Associate Professor, pursuant to Art. 18, paragraph 1 of Law No. 240/2010

Academic recruitment field **07/H4 “Clinical Medicine and Veterinary Pharmacology”**

Academic discipline **VET/07 “Veterinary Pharmacology and Toxicology”**

Maximum number of publications: **12, in English language**

Type of research and teaching engagement:

The Research engagement required is within the academic discipline VET/07, and will concern, in particular, the use of pharmacologically active substances in the veterinary field, and the study of related problems, as well as the toxicological aspects of substances potentially harmful to animal, human, and environmental health.

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The teaching commitment required is at least 120 hours of lessons to be carried out for the degree courses in Veterinary Medicine and in Animal Wellbeing and Production Technician, as well as for the Specialisation Schools of the veterinary area, and for other courses activated at the University.

Realization of the so-called social impact (the so-called third mission):

Holding meetings on the territory with stakeholders is required, regarding the conscious use of drugs and the principles of pharmacovigilance and pharmacosurveillance.

Assessment of language skills:

Language skills, in particular knowledge of the English language will be assessed on the basis of the publications presented in English language. Therefore, there will be no assessment requiring physical presence.

As regards the description of the contents of Academic recruitment fields, please refer to Ministerial Decree of 30 October 2015, No. 855, reclassifying the same, and as regards the description of the contents of academic disciplines, please refer to Ministerial Decree of 4 October 2000.

Art. 2

Publication of the Notice of Competition

This Notice of Competition will be published on the University of Camerino website, at www.unicam.it, on the MIUR [Italian Ministry of Education, University and Research] website, at <http://bandi.miur.it>, and on the European Union website, at <http://ec.europa.eu/euraxess>.

Announcement of the Notice of Competition will be published in the Official Gazette of the Italian Republic - the 4th Special Series – Competitions and Exams.

Art. 3

Requirements for participation in the selection procedure

The following shall be admitted to the selection procedure:

- a. Scholars in possession of the National Scientific Qualification, pursuant to Art. 16 of Law No. 240/2010, for the Academic recruitment field indicated in the Notice, or for one of the Academic recruitment fields included in the same Group of Academic recruitment fields for the positions specified in the procedure, or for higher positions, provided that they do not already hold such higher positions.
- b. Scholars who have achieved suitability, pursuant to Law No. 210/1998, in the context and for the level corresponding to those for which the Notice is issued, limited to the period of duration of the same, as pursuant to Art. 29 paragraph 8 of Law No. 240/2010, suitability is equivalent to qualification;

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- c. Associate Professors already holding a position at another university, classified in the Academic recruitment field indicated in the Notice of Competition;
- d. Scholars permanently engaged abroad in research or teaching activities at the university level, in positions of a level equal to that of the Notice, on the basis of the correspondence tables defined by the Ministry, after consultation with the National University Council;

The following shall not be admitted to the Selection procedure by call:

- a) Candidates having a marital, civil union or cohabitation-outside-marriage relationship, pursuant to Law of 20 May 2016, No. 76, or a degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School or Unit publishing the Notice of Competition, or with the Rector, Director-General, or a member of the University's Board of Governors;
- b) Candidates excluded from the enjoyment of civil and political rights;
- c) Candidates excluded from the active political electorate and those who have been dismissed or released from a position in Public Administration for consistently insufficient performance, or who have been revoked from another public sector position, pursuant to Art. 127, letter d) of Consolidated Law approved by Presidential Decree No. 5 of 10 January 1957.

Candidates must be in possession of the requirements for admission to the Selection procedure at the date of expiry of the deadline for submitting the application.

Art. 4 Application and presentation deadline

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 4th 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.

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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, containing the following wording, which differs according to the position announced, for the position for which the candidate is applying.:

- “*Selection procedure for one (1) position of Associate Professor, pursuant to Art. 18, Paragraph 1 of Law No. 240/2010, or the Academic Recruitment Field 07/H4 “Clinical Medicine and Veterinary Pharmacology”, and Academic Discipline VET/07 “Veterinary Pharmacology and Toxicology”, at the School of Biosciences and Veterinary Medicine*”.

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.

Each candidate can send only one application.

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

- copy of a valid identification document (front and back);
- curriculum vitae indicating scientific and teaching activity of the candidate, dated and signed;
- a detailed list of publications submitted, dated and signed;
- a number of publications indicated in Art. 1 of 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.

In the application, candidates must declare, assuming full civil, criminal and administrative responsibility, the following:

1. Their last name, name, place and date of birth, residence and citizenship;
2. Tax Code (for Italian citizens) or Personal identification code (for foreign citizens);
3. To be in possession of all the requirements for admission to the Selection procedure, pursuant to Art. 3 of this Notice of Selection Procedure;
4. To have no degree of kinship or affinity, up to and including the fourth degree, or a marital, civil union or cohabitation-outside-marriage relationship, with a Professor working at the School publishing

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the Notice, or with the Rector, Director-General, or a member of the University's Board of Governors. Failure to present this last declaration shall result in the exclusion from the procedure;

5. To have no criminal convictions, or, in case of any convictions, indicating the details of the related sentences and any pending criminal proceedings;

6. To enjoy full civil and political rights;

7. For foreign citizens, to enjoy full civil and political rights in their State of origin, or the reasons for the exclusion from the enjoyment of civil and political rights, and to have adequate knowledge of the Italian language;

8. The current position regarding military service obligations for Italian citizens;

9. To not have been dismissed from a position in Public Administration for consistently insufficient performance, and to not have been revoked from another public sector position, pursuant to Art. 127, letter D, of Consolidated Text of Presidential Decree No. 3 of 10 January 1957;

10. Indication of the Academic recruitment field, in which the National Scientific Qualification was achieved and the date of awarding;

11. The name of the University awarding the qualification of eligibility and the date of the approval of the proceedings (for the candidates referred to in Art. 3, Letter b) of this Notice;

12. Indication of the Italian University of origin and the Academic Recruitment Field of affiliation (for the candidates referred to in Art. 3, Letter c) of this Notice;

13. Indication of the position of a level equal to that of the Notice, in the case of scholars permanently engaged abroad in research or teaching activities at the university level (case referred to in Art. 3, Letter d) of this Notice);

14. That what is reported in the curriculum vitae is true and correct, and that the attached publications conform to the originals.

In the application, candidates must specify, under penalty of exclusion, his/her current position, among those indicated in Art. 3, paragraph 1 of this Notice of Competition.

Furthermore, candidates must submit their CV, showing their scientific and teaching activities, **also in electronic format, omitting personal data, including the final signature and a photo (optional), to the e-mail address: anna.silano@unicam.it.**

The application must also include the elected domicile of the candidate for the purposes of this Selection Procedure, and a certified e-mail address, if any. It is advisable to include a telephone number of the candidate. Any change in the address must be promptly communicated to the Division of Human Resources, Organisation and Development [Area Persone, Organizzazione e Sviluppo] of the University of Camerino.

The Administration 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 to late communication of the change of the address indicated in the application, or due to any computer or Internet issues, attributable to third parties, in the case of unforeseeable circumstances or force majeure.

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Any withdrawal from the selection by the candidate, signed, dated and accompanied by a copy of a valid identity document, must be addressed to the Rector and sent by e-mail, with a scanned file, to the following e-mail address: anna.silano@unicam.it.

The withdrawal shall take effect as from the first meeting following the date of receipt.

Art. 5 Qualifications and Publications

The candidates must declare in the application the possession of the requirements for admission to the selection procedure, pursuant to Art. 3 of this Notice.

They also must submit the publications deemed useful for this selection procedure.

The number of publications must not exceed the number indicated in Art. 1 of this Notice. If the maximum number of publications is exceeded, the Selection Committee shall evaluate the same, according to the order indicated in the list, up to the limit established. Therefore, the publications sent, but not included in the list attached to the application, shall not be taken into consideration by the Selection Committee.

It is not permitted to refer to documents or publications presented for other procedures to this or another Administration.

The Administration is required to carry out appropriate checks, even randomly, and in all cases where well-founded doubts arise as to the veracity of the statements produced. Anyone making false statements, uttering forged instruments, or making use of the same, shall be subject to the provisions of Art. 76 of Presidential Decree No. 445/2000.

Acts and documents originally in a foreign language, other than English, French, German or Spanish, must be accompanied by a translation into Italian, certified as conforming to the original, and issued by a competent diplomatic or consular representation, or by an official translator.

Art. 6 Exclusions

Candidates shall be admitted to the procedure conditionally.

Exclusion from the procedure due to failure to meet the requirements may be ordered at any time by a reasoned decision of the Rector.

Art. 7 General criteria for the evaluation of candidates

The selection is aimed at identifying the candidates most qualified to carry out teaching and scientific tasks, for which the position has been opened.

The evaluation takes place based on the criteria, and according to the rules set out by the Selection Committee, in line with the indications of the Notice of Competition. The criteria take into account the

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qualifications, scientific publications, curriculum vitae, teaching activity, language skills, if required, and specific competences indicated in Art. 1 of the Notice.

Art. 8 **Selection Committee and related obligations**

For the purposes of the Procedure by call, referred to in this Notice of Competition, a Selection Committee shall be appointed, composed according to the provisions of Art. 4 of the Regulations.

Committee members are officially required to participate in the work of the Committee, except in cases of force majeure. The renunciation of the appointment or resignation of a member of the Committee, due to unexpected impediments, must be properly justified, and shall take effect only after the issuance of a Decree of approval by the Rector, also appointing a substitute member.

The Committee shall carry out its work in the presence of all members and shall make any decisions by an absolute majority of the same.

The call for the first meeting of the Committee shall be made by the Rector.

In its first meeting, the Committee shall:

- 1) elect the Chairman and the Minute Taker;
- 2) establish the criteria and the methods for the evaluation of candidates;

At the end of the first meeting, the report containing the criteria and the methods for the evaluation of candidates shall be sent to the Procedure Manager, who must attend to the publication of the same on the University's website, not less than seven days before the continuation of the Committee's work.

In its first meeting, the Committee may use online communication tools for collegiate work, subject to the Rector's authorisation.

The Committee shall preliminarily verify the possession of the requirements, referred to in Art. 1 of this Notice, and then shall proceed with the evaluation of candidate, on the basis of the criteria established by the same Committee in its preliminary meeting.

These procedures include the assessment of language skills, as reported in Art. 1 of the Notice of Competition.

At the end of its work, the Selection Committee, after the evaluation of the candidates carried out on the basis of scientific publications, curriculum vitae, qualifications and teaching activity, shall express an overall judgement for each candidate, by a decision passed by a majority of members, drafting a list of qualified candidates and indicating the candidates most qualified to carry out the tasks specified in the Notice of Competition.

After completion of its work, the Committee shall deliver the proceedings to the Procedure Manager in a closed and sealed envelope, bearing the signatures of all Committee members along the closing flap.

The proceedings of the Committee consist of the minutes, drawn up in duplicate copy, of the individual meetings, including the individual, collective and overall judgements expressed on each candidate. The work of the Committee must be completed within 4 months from the publication date of the Rector's Decree concerning the appointment of the Committee in the Official Gazette of the Italian Republic. The Rector may extend the deadline for the conclusion of the procedure for no more than 2 months, for proven and

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exceptional circumstances reported by the Chairman of the Committee. In the event that the works are not completed within the set deadline, the Rector, by a substantiated decision, shall initiate the procedure for the substitution of the members responsible for the delay, establishing a new deadline for the conclusion of the works.

Art. 9 Approval of the Proceedings

The proceedings must be approved by a Rector's Decree within 30 days from the delivery of the minutes by the Committee to the Division of Human Resources, Organisation and Development [*Area Persone, Organizzazione e Sviluppo*], after verification of their regularity.

This Decree shall be communicated to the candidates and to the School publishing the Call, in order to proceed with the subsequent steps.

Rector's Decree approving the proceedings shall be published in the Official Gazette of the Italian Republic, and on the website of the University of Camerino.

From the date of publication of the aforementioned Decree in the Official Gazette, the terms for filing any appeals shall start.

The minutes of the meetings and the individual, collective and overall judgments shall be published on the website of the University of Camerino.

In the event of any irregularities, the Rector shall send the proceedings back to the Committee, together with a substantiated decision, establishing a deadline to provide for any necessary changes.

Art. 10 Call

Within 60 days from the approval of the proceedings, the School shall propose the Call for Associate Professors who have obtained a favourable vote by absolute majority of Full Professors and Associate Professors, based on the outcome of the selection procedure.

This proposal shall be submitted to the approval of the Board of Governors, after verifying the existence of the necessary financial resources and compliance with the regulatory provisions in force.

Art. 11 Rights and Duties

Rights and duties are as prescribed by applicable laws and regulations concerning the legal status of the teaching staff.

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Art. 12 Financial Compensation and Social Security Benefits

Financial compensation and social security benefits are as prescribed by applicable laws and regulations on the subject.

Art. 13 Appointment

The appointment to Associate Professor is prescribed by Rector's Decree and is subject to verification of the conditions prescribed by laws and regulations on employment and labour.

The candidate proposed for the appointment shall receive a specific communication, inviting him/her to submit the documents necessary for the appointment, under penalty of invalidation.

Art. 14 Processing of Personal Data

Without prejudice to the provisions on publication obligations by Legislative Decree No. 33/2013 and subsequent amendments and the Minerva Code, the University of Camerino undertakes to respect the confidential nature of the information provided by the candidate, pursuant to EU Regulation 2016/679.

Pursuant to Art. 13 of the General Data Protection Regulation (EU Regulation 2016/679), candidates are hereby informed that the processing of personal data they provide when participating in the competition or in any case acquired for this purpose by the University of Camerino, is aimed solely at carrying out the activities of the selection procedure and the possible recruitment into service, and will be carried out by the persons in charge of the selection procedure, including the Selection Committee, with the use of IT procedures, in the ways and within the limits necessary to pursue the aforementioned purposes, even in the event of any communication to third parties.

The provision of such data is necessary to verify the participation requirements and possession of the required qualifications, and failure to provide them may preclude this verification, and therefore may lead to exclusion from this procedure.

Candidates are entitled to the rights referred to in articles 15 et seq. of the aforementioned Regulation 2016/679; in particular, the right to access their personal data, to request their rectification, cancellation, limitation of processing, as well as to oppose their processing.

Interested parties who believe that the processing of personal data referring to them occurs in violation of the provisions of the Regulation have the right to lodge a complaint with the Guarantor, as foreseen by Art. 77 of the Regulation, or to take the appropriate judicial measures, according to the provisions of art. 79 of the Regulation.

The Data Controller is the University of Camerino, with registered office in Camerino, Piazza Cavour 19/f (the operational headquarters, following the post-earthquake condemnation of the Piazza Cavour

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office, are in via D'Accorso No. 16 – Rector's Office – University Campus), Certified e-mail: protocol@pec.unicam.it.

The University of Camerino has appointed a Personal Data Protection Officer, whose contact details are: E-mail: rpd@unicam.it; Certified e-mail: rpd@pec.unicam.it.

For more information, please consult the "Information sheet for participants in competitions and selections announced by the University", published on the University website on the page dedicated to the selection procedure.

UNICAM reserves the right to carry out checks on the veracity of the declarations made.

Art. 15 Procedure Manager

The Procedure Manager, referred to in this Notice of Competition, is Ms Anna Silano, Telephone: 0737/402024; E-mail: anna.silano@unicam.it.

Art. 16 Regulations of Reference

For all matters not provided for in this Notice of Competition, the provisions of current legislation regarding public competitions and university legislation shall apply, insofar as applicable.

THE RECTOR
Prof. Claudio Pettinari

Administration
www.unicam.it
TAX CODE: 81001910439
VAT No. 00291660439
protocollo@pec.unicam.it

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