



Determina Rep. n. 731/2023, prot. n. 83615 del 23.03.2023

PUBLIC SELECTION, BASED ON QUALIFICATIONS AND EXAMS, FOR THE RECRUITMENT OF N. 1 TECHNOLOGIST EX ART. 24 BIS LAW N. 240/2010, LEVEL II, FIXED-TERM, FOR A PERIOD OF 26 MONTHS, AT THE U.O. ENHANCEMENT OF RESEARCH AND PROMOTION OF INNOVATION OF THE THIRD MISSION AREA WITHIN THE PROJECT "THE TECHNOPOLE FOR THE ECOLOGICAL, ENERGY AND DIGITAL TRANSITION OF THE PARMA TERRITORY - MANAGEMENT AND DEVELOPMENT ACTIVITIES OF THE PARMA TECHNOPOLE 2023-2025" - Codice Rif. 2023tecT005

THE GENERAL MANAGER

having regard to the Statute and General Regulations 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 07.08.1990, n. 241, containing "*Rules on administrative procedures*";
having regard to Law 05.02.1992, n. 104, relating to assistance, social integration and rights for disabled people;
having regard to the D.P.C.M. 07.02.1994, n. 174, which regulates the access of citizens of the Member States of the European Union to jobs in public administrations;
given the D.P.R. 09.05.1994, n. 487, whose rules regulate access to jobs in public administrations and the procedures for conducting competitions;
having regard to Law no. 68 of 12.03.1999 concerning 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 legislative and regulatory provisions on administrative documentation;
having regard to Legislative Decree no. 165 of 30.3.2001 laying down general footprints on the organization of work employed by public administrations;
having regard to Legislative Decree 30.06.2003, n. 196, "*Code regarding the protection of personal data*";
having regard to Legislative Decree 11.04.2006, n. 198, "*Code of equal opportunities between men and women pursuant to art. 6 of Law 28.11.2005, n. 246*";
given the current C.C.N.L. of the Technical Administrative Staff – University Sector;
having regard to the D.I. of 09.07.2009 of equivalence between the diplomas of the old system, specialized degrees (LS) ex D.M. 509/99 and master's degrees (LM) ex D.M. 270/04, for the purpose of participation in public competitions;
having regard to Law 06.11.2012, n. 190, "*Provisions for the prevention and repression of corruption and illegality in the public administration*";
having regard to Law 06.08.2013, n. 97, "*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 Legislative Decree 15.03.2010, n. 66, "*Code of 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, "*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 30.12.2010 n. 240, in particular art. 24 bis "*Technologists for a fixed term*", introduced by Legislative Decree 09.02.2012, n. 5, converted, with amendments, into Law 04.04.2013, n. 35;



having regard to the "Three-year plan for the prevention of corruption and transparency (P.T.P.C.T.) 2020/2022";

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 Law no. 197 of 29 December 2022 on "State forecast budget for the financial year 2023 and multi-year budget for the three-year period 2023-2025";

having regard to the decision of the Director of the Third Mission Area no. 336 prot. n. 46133 of 15.02.2023, as integrated with note assumed in protocol n. 53073 on 20.02.2023, concerning the request for activation - on the proposal of the "Manager of the Technopole", R responsible for the U.O. Valorization of research and promotion of innovation of the Third Mission Management Area, of a recruitment procedure for n. 1 position of Technologist at the the aforementioned Organizational Unit, as part of the Project "The Technopole for the Ecological, Energy and Digital Transition of the Parma Territory - Management and Development Activities of the Parma Technopole 2023-2025";

having taken note of the resolution of the Board of Directors CDA/24-02-2023/98 concerning the approval of the activation of the recruitment procedure for a fixed-term Technologist pursuant to art. 24 bis Law no. 240/2010 at the O.U. Enhancement of research and promotion of innovation relating to the Third Mission Management Area, on the aforementioned project presented under the call for the submission of proposals by the Managing Entities of the Emilia-Romagna Technopoles for the management and development activities of the Technopoles - 2023-2025, PR-FESR EMILIA ROMAGNA 2021-2027, better specified below:

Priority 1	RESEARCH, INNOVATION E COMPETITIVENESS
Specific objective No 1.1	Develop and strengthen research and innovation capacities and the introduction of advanced technologies
Action 1.1.7	"Strengthening the research and innovation ecosystem", approved by Resolution of the Emilia-Romagna Region Council no. 2060 of 28.11.2022

Whereas, furthermore, the conclusion of the contract in question:

- provides for a total economic treatment of € 93,145.00. To the gross salary, as required by the heading Art. 2 bis "Remuneration" of the University of Parma Regulations concerning the recruitment and discipline of fixed-term technologists, an ancillary economic treatment equal to 15% is added. The amount will actually be quantified on the basis of the evaluation carried out annually in relation to the objectives achieved, taking into account the resources available;

- is subject to the granting of the planned financing subject to the effective approval by the Emilia-Romagna Region of the above-mentioned project;

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;

Considering that the procedure provided for by art. 34-bis of Legislative Decree no. 165/2001 and subsequent amendments is still in progress;

deemed to proceed with the issuance of the related public selection notice, subject to the effective approval by the Emilia-Romagna Region of the aforementioned project and subject to the negative outcome of the relative mobility procedure referred to in art. 34-bis of Legislative Decree no. 165/2001 and subsequent amendments;

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;

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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, level II, with fixed-term employment contract, with full-time hourly commitment, lasting 26 months, with remuneration corresponding



to Cat. D, economic position D3, of the current CCNL of the Sub-Fund, for activities related to the Project "The Technopole for the Ecological, Energy and Digital Transition of the Parma Territory - Management and Development Activities of the Parma Technopole 2023-2025", at the O.U. Valorization of research and promotion of innovation of the Third Mission Area- **Codice Rif. 2023tecT005**, the completion of which is subject to the negative outcome of the mobility procedure referred to in art. 34-bis of Legislative Decree no. 165/2001 and subsequent amendments, and whose stipulation of the contract is subject to the effective approval by the Emilia-Romagna Region of the project in question, both mentioned in the introduction.

Pursuant to art. 11 of Legislative Decree 8/2014 and art. 678, paragraph 9, of Legislative Decree 66/2010, the reserve of place in favor of volunteers of the FF.AA. applies to scrolling of the ranking.

The technologist, within the framework of the directives and coordination of the Project Manager, will have to carry out the following activities:

- Support to all activities concerning the start-up and spin off world (valorization-reception-retention);
- Planning, management and promotion of training events, particularly in the area of entrepreneurship;
- Assistance in the entire life cycle of the project, project management skills;
- Promotion of activities and services through traditional and digital media;
- Welcoming and supporting researches, start-ups and spin-offs towards industrial researches and fundraising opportunities in the context of the Emilia-Romagna High Technology Network;
- Planning, management and animation of on-line and off-line activities to promote open innovation processes
- Support to every phase of the reporting of the project "The Technopole for the Ecological, Energy and Digital Transition of the Parma Territory - Management and Development Activities of the Parma Technopole 2023-2025";
- collaboration in the management and promotion of events and the presence of the Parma Technopole at fairs or other events;
- use of CRM systems, questionnaires, e-mail marketing, for reporting, promotion, customer satisfaction;
- collaboration in the management of spaces (layout setting of multipurpose rooms, access and booking methods, etc.).

Finally, knowledge of the use of the most popular computer programs is required.

ART. 2 - Competition admission requirements

To be admitted to the selection, 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 a Member State of the European Union. Family members of citizens of Member States of the European Union, who are not nationals of a Member State, who hold the right of residence or the right of permanent residence and third-country nationals who hold an EU residence permit for long-term residents or who hold refugee status or subsidiary protection status will also be admitted to the selection;
2. **Qualification:**
 - three-year degree or Master's degree (D.M. 509/99; D.M. 270/2004)**
AS WELL AS
 - Knowledge of English for the management of international events and meetings and knowledge and / or proven experience in the field of communication of sustainability and circular economy.**

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;

1. age 18 years or more
2. enjoyment of civil and political rights;
3. physical fitness for employment to be ascertained by the Administration at the time of any recruitment;
4. be in compliance with the rules concerning military service obligations (declaration reserved only for Italian citizens born within the year 1985);
5. not to be excluded from the active political electorate;
6. 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;
7. 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 aforementioned 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 terms 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 computer application PICA, available at:

<https://pica.cineca.it/unipr/2023tect005>

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 11.59 pm (Italian time) on the twentieth day, starting from the day following that of publication on the recruitment portal InPA – Department of Public Function. 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 by means of 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 **2023tecT005**.

Non sono ammesse altre forme di invio delle domande o di documentazione utili per la partecipazione alla presente procedura.

La procedura informatica di presentazione delle domande e degli allegati verrà disattivata tassativamente allo scadere dei termini e il sistema informatico non permetterà più l'accesso al form, né l'invio della domanda.

No other forms of sending applications or documentation useful for participation in this procedure are allowed.



The computerized procedure for submitting applications and attachments will be strictly disabled upon expiry of the deadline and the computer system will no longer allow access to the form, nor will the application be sent.

Should the IT procedure described be unavailable, the University of Parma reserves the right to communicate the procedure.

The online application form must be completed in all its parts, as indicated in the procedure; the requested documents can be attached exclusively in pdf format.

Under penalty of exclusion, the application must be signed by the candidate according to one of the methods 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 withdrawal request and its registration will be notified to the candidate by means of two separate e-mails. After the deadline for the announcement, any renunciation to participate in the procedure, signed and dated, 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 exclusively technical problems, you can contact SUPPORT via the link at the bottom of the page <https://pica.cineca.it/unipr>

In the application, the candidate must indicate the domicile 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 does not assume responsibility for the non-receipt of communications, due to inaccurate indications from the competitor or from failure or late communication of the change of addresses and contact details indicated in the application, nor for any IT or postal problems, however attributable to a third party, fortuitous event or force majeure.

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

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.

In the application form, candidates with disabilities and / or disabilities recognized pursuant to Law 104/1992, and subsequent amendments and additions, and Law 68/1999, must make an explicit request for the dispensative measure, the compensatory instrument and / or the additional time necessary according to their need which must be appropriately documented and explained with a specific declaration made by the medical-legal commission of the ASL of reference or equivalent public structure.

In particular, in application of art. 2, paragraph 1 of the Ministerial Decree of 9 November 2021, all subjects with DSA are given the opportunity to replace the written tests with an oral test or to use compensatory tools for reading, writing and calculation difficulties, as well as to take advantage of an extension of the times established for carrying out the same tests. The additional time granted to the candidates mentioned above does not exceed fifty percent of the time allocated for the test.

In the application form, the candidate who has a diagnosis of DSA must explicitly request the dispensative measure, the compensatory instrument and / or the additional time necessary according to their need which must be documented with a specific declaration made by the medico-legal commission of the ASL of reference or by equivalent public structure. The replacement of the written tests with an oral test is granted on the basis of the documentation presented, which attests to a serious and documented dysgraphia and dysorthography.

Failure to indicate the necessary aids in the application exempts the University Administration from any task in this regard.

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, even on a sample basis, 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 Presidential Decree 28.12.2000 n. 445.

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

ART. 4 – Selection Commission

The Selection Commission will be appointed by order of the Director General and will be composed of three members, chosen among professors or experts of 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

The assessable qualifications, which will be assigned an overall score not exceeding 40 points (of which up to 20 points for qualifications and up to 20 points for the particular cultural and professional qualification), provided that they relate to the activities of the place selected, are the following:

QUALIFICATIONS

1. *three-year degree score: up to 10/100*
2. *Master's (or specialist) degree score: up to 15/100*
3. *Higher education qualifications: up to 5/100*

PARTICULAR CULTURAL AND PROFESSIONAL QUALIFICATION

1. *Work and research experience in the specific sector: up to 10/100*
2. *Additional relevant professional experience: up to 10/100*

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 aid 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 and will have as its object the assessment of knowledge and skills on the topics specified in art. 1.

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 the subjects of the written test. The good knowledge of the English language, as well as of the most popular computer applications, will also be ascertained.

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	20 APRIL 2023 ore 10:00
ORAL EXAM	APRIL 28, 2023

WRITTEN TEST

The list of candidates admitted to the written test will be communicated by notice published **on 19 April 2023** on the University's institutional web portal, in the section dedicated to the procedure, accessible by connecting to the address <http://www.unipr.it/node/17504> IN PROGRESS.

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, any venue and the time of convocation will be communicated **on 26 April 2023**, by notice, having the value of notification for all purposes, published on the University's institutional web portal, in the section dedicated to the procedure, accessible by connecting 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.

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 exams have been completed and the qualifications have been evaluated, the Selection Board draws up the merit ranking of the candidates according to the descending order of the overall score obtained by them. **The overall grade is determined by adding to the vote reported in the evaluation of the qualifications, the vote obtained in the written test as well as the vote obtained in the oral exam.**

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



The general ranking of merit, together with that of the winner under the suspensive condition of the assessment of 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 MIUR website.

The ranking is effective immediately and takes effect for a period of two years from the date of the aforementioned publication, except for different provisions of law.

There are no declarations of suitability 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 a full-time hourly commitment lasting 26 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 all-inclusive fundamental economic treatment of € 93,145.00 (gross administration).

There is also an ancillary economic treatment equal to 15%. The amount will actually be quantified on the basis of the evaluation carried out annually in relation to the objectives achieved, taking into account the resources available.

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 - Recruitment

Pursuant to the current CCNL of the staff of the Education and Research Sector, a trial period is required; A 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 term entails the immediate termination of the employment relationship.

ART. 12 – Termination of the contract

The termination of the employment relationship is determined by the expiration of the term or the withdrawal of one of the parties. Each of the contracting parties 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 temporary, of the contract.

ART. 13 - Final rules

For anything not covered by this announcement, the rules of the aforementioned Regulation and the current provisions on the conduct of competitions, as well as those contained in the CCNL of the Fund 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 academic or technical-administrative staff of the University. Under no circumstances may the employment relationship exceed the limits of the law, nor be transformed into an indefinite period.

This selection notice, written in Italian and English, will be made public through:

1. publication on the recruitment portal InPA - Department of Public Function,
2. publication on the website of MIUR – European Union;
3. publication on the online Register and on the website of this University at <http://www.unipr.it/node/17504> ATTIVI.



ART. 13 - Processing of personal data

The personal data of the candidates, communicated to the University of Parma, will be processed, in paper or computer 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

Applications and documents produced by applicants constitute "administrative documents" in respect of which, except in exceptional cases, the requirement of confidentiality must be excluded. These documents, once acquired in the insolvency proceedings, leave the personal sphere of the participants who, therefore, do not assume the role of interested parties in the judgment aimed at access to the procedural documents by another subject. In any case, the provisions of the General Regulation on the Protection of Personal Data (EU Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016 (GDPR), concerning the protection of individuals with regard to the processing of Personal Data, as well as on the free movement of such data, published in the OJ of 04 May 2016, will be respected.

ART. 14 - Responsible for the procedure

Pursuant to Law 7.8.1990, n. 241, as amended and supplemented 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. 15 - Information

For any information, interested parties can contact the Organizational Unit (O.U.) Administration of Technical Administrative Staff and Organization of the University of Parma, Via Università 12, 43121 Parma – Telephone numbers: 0521.034382 / 0521.034386/0521.034136 - E-mail address: concorsipta@unipr.it

The staff 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	UO Amministrazione del Personale Tecnico Amministrativo e Organizzazione	Dott. Stefano Ollari