



Rector's Decree n.1101/2026 prot. n. 240506 - 20.07.2026

PUBLIC NOTICE AIMED AT COLLECTING EXPRESSIONS OF INTEREST FOR THE DIRECT AWARD, PURSUANT TO ART. 22 TER OF LAW NO. 240 OF 30.12.2010 AND THE RELATED UNIVERSITY REGULATIONS, AS PART OF THE CIRCEM PROJECT (CUP D93C22001140001), OF N. 1 RESEARCH ASSIGNMENT, LASTING 24 MONTHS, ENTITLED "*DEVELOPMENT AND APPLICATION OF ADVANCED TECHNIQUES FOR NEURAL SIGNAL ANALYSIS IN NON-HUMAN PRIMATES*", (GSD) 11/PSIC-01 – GENERAL PSYCHOLOGY, NEUROPSYCHOLOGY AND COGNITIVE NEUROSCIENCE, PSYCHOMETRICS, (SSD) PSIC-01/B – NEUROPSYCHOLOGY AND COGNITIVE NEUROSCIENCE, AT THE DEPARTMENT OF MEDICINE AND SURGERY

THE RECTOR

HAVING REGARD to the Statute of the University of Parma;

HAVING REGARD to Law no. 168 of 9 May 1989 "*Establishment of the Ministry of Universities and Scientific and Technological Research*" concerning, among other things, the autonomy of universities;

HAVING REGARD to Law no. 241 of 7 August 1990 on "*New rules on administrative procedure and the right of access to administrative documents*";

HAVING REGARD to Law no. 104 of 5 February 1992, as amended, on the "*Framework law for assistance, social integration and the rights of disabled people*" and, in particular, art. 20;

HAVING REGARD TO Prime Ministerial Decree no. 174 of 7 February 1994, containing rules on the access of citizens of the Member States of the European Union to jobs in public administrations;

HAVING REGARD to Law no. 68 of 12 March 1999, as amended, on "*Regulations for the right to work for the disabled*";

HAVING REGARD to Presidential Decree no. 445 of 28 December 2000, containing the "*Consolidated Law on administrative documentation*";

HAVING REGARD to Legislative Decree no. 196 of 30 June 2003 "*Personal Data Protection Code*", as amended by Legislative Decree no. 101 of 10 August 2018, as well as Regulation (EU) no. 2016/679 "General Regulation on the Protection of Personal Data";

HAVING REGARD to Legislative Decree no. 198 of 11 April 2006 "Code of equal opportunities between men and women";

HAVING REGARD to Law no. 240 of 30 December 2010 on "*Regulations on the organisation of universities, academic staff and recruitment, as well as delegation to the Government to encourage the quality and efficiency of the university system*";

HAVING REGARD to Ministerial Decree no. 639 of the Ministry of University and Research (MUR) of 2 May 2024, concerning the determination of scientific-disciplinary groups and related declarations, as well as the rationalisation and updating of scientific-disciplinary sectors and the reduction of the latter to scientific-disciplinary groups, pursuant to art. 15 of Law no. 240 of 30 December 2010;

HAVING REGARD to Decree-Law No. 45 of 7 April 2025 on "*Further urgent provisions on the implementation of the measures of the National Recovery and Resilience Plan and for the start of the 2025/2026 school year*", converted with amendments by Law No. 79 of 5 June 2025, and, in particular, Article 1-bis amending Law No. 240 of 30 December 2010, introducing articles 22-bis and 22-ter;

HAVING REGARD to the Decree of the Ministry of University and Research (MUR) no. 592 of 6 August 2025, published on 10.09.2025, defining the minimum salary of post-doc and research assignments, pursuant to art. 22-bis and 22-ter of Law no. 240 of 30 December 2010;

RECALLED the resolution of the Board of Directors no. CDA/30-10-2025/389 of 30 October 2025 which, among other things, determined the remuneration for research assignments;

RECALLED the current "*Regulations for the awarding of research contracts, post-doc appointments and research assignments pursuant to articles 22, 22 bis and 22 ter of Law no. 240 of 30 December 2010*", issued with Rector's Decree

no. 1851/2025, prot. 314523 of 7 November 2025, subsequently amended by Rector's Decree no. 533/2026, prot. no. 119125 of 10.04.2026;

RECALLED, also, the "Regulation on the discipline of research, consultancy, teaching and higher education activities carried out by the University of Parma against contracts or agreements with third parties", issued with Rector's Decree no. 2298/2024, prot. 264866 of 4.10.2024;

RECALLED the Decree of the Director of the Department of Medicine and Surgery No. 784/2026, prot. no. 151608 of 22.05.2026, as well as the subsequent note prot. no. 239841 of 20.07.2026, with which, as part of the following research project - admitted to funding as a result of the procedure announced by the Ministry of University and Research (MUR) called "DOING RESEARCH IN ITALY" (Framework for the attraction and strengthening of excellence for research in Italy), III Edition - of which Prof. Luca Bonini, belonging to the same Department, is Scientific Coordinator:

Title	Acronym	CUP	CINECA Code
Local circuitry and neuronal classes for the elaboration of social and emotional <i>affordances</i> in the monkey in freedom of movement	CIRCEM	D93C22001140001	R20NJ7BBA7

Pursuant to art. 22 ter of Law no. 240 of 30.12.2010, the proposal for the activation of no. 1 research assignment was approved, the main characteristics of which are as follows:

- Duration: 24 (twenty-four) months
- Title: "*Development and application of advanced techniques for neural signal analysis in non-human primates.*"
- Framework: Scientific Disciplinary Group (GSD) 11/PSIC-01 – General Psychology, Neuropsychology and Cognitive Neuroscience, Psychometrics / Scientific Disciplinary Sector (SSD) PSIC-01/B Neuropsychology and Cognitive Neuroscience;

CONSIDERING that this position, as specified in the aforementioned decree, is to be ascribed to those financed with external resources obtained at national, international or European level on the basis of competitive tenders, for which Law 240/2010, as well as the current University Regulations issued on the subject, provide for the possibility of a direct contribution, subject to the collection of expressions of interest;

TAKING NOTE that the total expense deriving from the activation of the aforementioned research assignment, placed in the IR-C range, equal to € 80,182.00 , will be borne by the accounting project identified with the code "BONINI_2023_FARE_R20NJ7BBA7" referring to the CIRCEM research project, which, as certified by the Department of Medicine and Surgery, has the necessary economic availability;

CONSIDERED it appropriate, for the above, to proceed with the announcement of the notice aimed at collecting expressions of interest;

DECREES

- ART. 1 -

ANNOUNCEMENT OF THE DIRECT CONTRIBUTION PROCEDURE

A procedure is announced **for the direct assignment of 1 (one) research assignment, with a duration of 24 (twenty-four) months, pursuant to art. 22 ter of Law no. 240 of 30.12.2010 and the related University Regulations**, aimed at introducing young scholars to research and innovation, as specified below:

TITOLO DEL PROGRAMMA DI RICERCA / TITLE OF RESEARCH PROGRAM
Circuiterie locali e classi neuronali per l'elaborazione di " <i>affordances</i> " sociali ed emozionali nella scimmia in libertà di movimento – CIRCEM
<i>Local circuitry and neuronal classes for the elaboration of social and emotional affordances in the monkey in freedom of movement – CIRCEM</i>



DESCRIZIONE DEL PROGRAMMA DI RICERCA / DESCRIPTION OF THE RESEARCH PROGRAM
Il programma di ricerca in cui si inserisce l'incarico studia come il cervello codifica e genera comportamenti sociali ed emozionali, analizzando i meccanismi neuronali e i circuiti coinvolti, anche attraverso tecniche avanzate come elettrofisiologia e optogenetica per identificare specifici tipi di neuroni, inclusi quelli "specchio". La ricerca richiede l'impiego di macachi mantenuti in stabulazione, poiché solo in primati con un'organizzazione cerebrale simile a quella umana è possibile sviluppare e validare tali metodologie. L'obiettivo è comprendere i processi neurali delle relazioni sociali ed emotive, con possibili ricadute nella comprensione e nel trattamento di disturbi psichiatrici e neurologici. <i>The research program in which this position is embedded investigates how the brain encodes and generates social and emotional behaviors, analyzing the underlying neuronal mechanisms and circuits, including through advanced techniques such as electrophysiology and optogenetics to identify specific neuron types, including "mirror" neurons. The research requires the use of macaques housed in captivity, as only in primates with a brain organization similar to that of humans is it possible to develop and validate these methodologies. The goal is to understand the neural processes underlying social and emotional interactions, with potential implications for the understanding and treatment of psychiatric and neurological disorders.</i>
RESPONSABILE DELLA RICERCA / RESEARCH MANAGER
Prof. Luca BONINI
GRUPPO SCIENTIFICO DISCIPLINARE / SCIENTIFIC DISCIPLINARY GROUP
11/PSIC-01 – Psicologia Generale, Neuropsicologia e Neuroscienze Cognitive, Psicometria <i>11/PSIC-01 – General Psychology, Neuropsychology and Cognitive Neuroscience, Psychometrics</i>
SETTORE SCIENTIFICO DISCIPLINARE / SCIENTIFIC DISCIPLINARY SECTOR
PSIC-01/B Neuropsicologia e neuroscienze cognitive <i>PSIC-01/B Neuropsychology and cognitive neuroscience</i>
TITOLO DELL'INCARICO OGGETTO DELLA SELEZIONE / TITLE OF THE POSITION SUBJECT TO THE SELECTION
Sviluppo e applicazione di tecniche avanzate di analisi del segnale neurale in primati non umani <i>Development and application of advanced neural signal analysis techniques in non-human primates</i>
TUTOR
Prof. Luca BONINI
OBIETTIVI OGGETTO DELL'INCARICO / OBJECTIVES COVERED BY THE ASSIGNMENT
Il progetto ha l'obiettivo di sviluppare e applicare tecniche avanzate di analisi del segnale neurale multiscala (da LFP a singoli neuroni) e delle relazioni funzionali tra diverse tipologie di segnale a partire da registrazioni simultanee multielettrode su primati non umani, in condizioni fisiologiche e perturbate, per comprendere il contributo causale delle regioni studiate a processi sensorimotori, emozionali e cognitivi. <i>The project aims to develop and apply advanced techniques for multiscale neural signal analysis (from LFPs to single neurons) and to investigate the functional relationships between different types of signals using simultaneous multielectrode recordings in non-human primates, under both physiological and perturbed conditions, in order to understand the causal contribution of the studied brain regions to sensorimotor, emotional, and cognitive processes.</i>



PRINCIPALI ATTIVITÀ DI ASSISTENZA ALLA RICERCA OGGETTO DELL'INCARICO / MAIN RESEARCH ASSISTANCE ACTIVITIES COVERED BY THE ASSIGNMENT		
Attività 1	Organizzazione e sistematizzazione di dataset neuronali.	
Attività 2	Predisposizione di codici per l'analisi di segnali neeurali a varia scala.	
Attività 3	Sviluppo di <i>pipeline</i> di analisi per l'analisi di segnali multipli simultaneamente registrati, in relazione alle ipotesi sperimentali definite con il tutor.	
Attività 4	Applicazione di tecniche di machine learning per la decodifica dell'informazione contenuta nel segnale neurale, in relazione agli obiettivi specifici definiti con il tutor.	
Activity 1	Organization and structuring of neuronal datasets.	
Activity 2	Development of code for the analysis of neural signals at different scales.	
Activity 3	Development of analysis pipelines for simultaneously recorded signals, in relation to the experimental hypotheses defined with the tutor.	
Activity 4	Application of machine learning techniques to decode information contained in neural signals, in relation to the specific objectives defined with the tutor.	
CONOSCENZE LINGUISTICHE RICHIESTE / LANGUAGE SKILLS REQUIRED		
Lingua Inglese, conoscenza corrispondente al Livello B2 del QCER English language, knowledge corresponding to Level B2 of the CEFR		
DURATA DELL'INCARICO / DURATION OF THE ASSIGNMENT		
24 mesi / 24 months		
SEDE PRINCIPALE DI SVOLGIMENTO DELLE ATTIVITÀ / MAIN PLACE OF THE ACTIVITIES		
Università di Parma - Dipartimento di Medicina e Chirurgia – Unità di Neuroscienze University of Parma - Department of Medicine and Surgery – Neuroscience Unit		
TRATTAMENTO ECONOMICO ANNUO / ANNUAL REMUNERATION		
Importo lordo percipiente annuo / Gross annual amount (recipient)	Costo complessivo (Lordo Ente) / Total cost (Gross for the University)	
32.500,00 € / anno (year)	40.091,00 € / anno (year)	
FONTI e/o ENTE DI FINANZIAMENTO / SOURCES and/or FUNDING BODY		
Fonti di Finanziamento / Sources of Funding		
• Ente finanziatore / Funding body: Ministero dell'Università e della Ricerca (MUR)		
• Bando MUR "FARE Ricerca in Italia" / R20NJ7BBA7 / Acronimo "CIRCEM" – DR n. 224/2023		
Progetto contabile / Accounting project	CUP	Importo / Amount
BONINI_2023_FARE_R20NJ7BBA7	D93C22001140001	80.182,00 €

- ART. 2 -

REQUIREMENTS FOR PARTICIPATION IN THE EXPRESSION OF INTEREST

Italian and/or foreign candidates who, on the date of expiry of the deadline set out in this notice, meet the following requirements may send their expression of interest:



1. Master's Degree (LM) **qualification**, obtained pursuant to Ministerial Decree 270/2004, belonging to the following class:

- **LM - 21 BIOMEDICAL ENGINEERING**

or qualification declared equivalent/equivalent pursuant to current legislation, in any case, provided that it **has been obtained for no more than 6 (six) years**¹.

1. **scientific-professional curriculum suitable for assisting in the performance of research activities**, which will be evaluated by the Research Manager.

The **qualification obtained abroad** must be official in the university system of reference, issued by an institution officially accredited in the country of origin, and must be recognized by the Selection Committee, in terms of nature, level and disciplinary correspondence, as equivalent to the Italian qualifications indicated above, for the sole purpose of awarding the research assignment covered by this call. In foreign university systems that provide for a single course of study that integrates the master's degree and the doctorate and that issue a unitary degree, the Selection Committee assesses the correspondence of the qualification, even if it is of a higher level.

Candidates in possession of a qualification obtained abroad can participate in the selection by opting for one of the following alternatives:

- attaching, if already possessed, a copy of the provision of academic recognition (ex equivalence), with which the foreign qualification in Italy was conferred, assimilating it *on a one-off basis* to the Italian qualification required by the call for applications and allowing all the uses related to it, issued by an Italian university or other Italian higher education institution pursuant to art. 38, paragraph 3.2, of Legislative Decree no. 165/2001²;
- attaching the following documents for the assessment of the equivalence of the foreign qualification, by nature and disciplinary correspondence, to the Italian qualification indicated above, by the Research Manager, for the sole purpose of participation in the selection procedure:
 - copy of the title with translation³ into Italian or English;
 - copy of the certificate, issued by the competent University or Institution of Higher Education that awarded the qualification, certifying the exams passed (*Transcript of Record*) or copy of the *Diploma Supplement* or copy of another instrument suitable for the latter, in all cases, with translation⁴ into Italian or English;
 - any other document useful for the declaration of equivalence that the candidate already has.

In the case referred to in letter b), **the winner, for the purposes of stipulating the private law contract, must produce the declarations, certifications and/or attestations specified in Article 7**, to which reference is made, within the terms indicated therein, under penalty of forfeiture of the relevant right.

Those who are not eligible to participate in the selection process:

- belong to permanent staff of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of PhD pursuant to Article 74, fourth paragraph, of Presidential Decree No. 382 of 11 July 1980;

¹ The six-year term runs backwards from the expiry date of this notice for the submission of expressions of interest.

² For more information on the academic recognition procedure (*formerly equivalence*), please see:
<https://www.mur.gov.it/it/aree-tematiche/universita/equipollenze-equivalenza-ed-equiparazioni-tra-titoli-di-studio/titoli-0>

³ The translation can be official (by the Italian diplomatic or consular authorities of the country in which the documents were drawn up), or sworn (carried out by a translator at the competent Italian judicial authority) or simple. In the latter case, it is necessary to attach the declaration in lieu of the affidavit, art. 19 and 47 of Presidential Decree no. 445 of 28 December 2000) with which the candidate must specify that the translation (e.g. in Italian) conforms to the original document in a foreign language attached.

⁴ See previous note



- b) have a relationship of kinship or affinity, up to and including the 4th degree, with a professor belonging to the structure that proposed the activation of the position, or with the Rector, the Director General or a member of the University Board of Directors;
- c) have benefited from fixed-term Researcher contracts pursuant to Article 24 of Law No. 240 of 30 December 2010, in the version in force after the date of entry into force of Legislative Decree No. 36 of 30 April 2022, converted, with amendments, by Law No. 79 of 29 June 2022 (RTT);
- d) have benefited from research assignments pursuant to art. 22 ter of Law no. 240 of 30 December 2010, even with different institutions, for a period that, added to the duration of the assignment put out for tender, exceeds a total of 3 (three) years, even if not continuous, except for any exceptions provided for in order to implement specific European Union research funding programs under the actions related to the Marie Skłodowska-Curie (MSCA) program. For the purposes of the duration of the aforementioned relationships, periods spent on maternity or paternity leave or for health reasons according to current legislation are not relevant;
- e) have held positions referred to in Articles 22, 22-bis, 22-ter and 24 of Law 240/2010, including with different universities, state, non-state or telematic, with institutions of Higher Education in the Arts, Music and Dance, with institutions whose scientific specialization diploma has been recognized as equivalent to the title of PhD pursuant to Article 74, fourth paragraph, of Presidential Decree 382/1980, and with public research institutions, for a period that, added to the duration of the assignment put out for tender, exceeds a total of 11 (eleven) years, even if not continuous. For the purposes of the duration of the aforementioned relationships, periods spent on maternity leave or for health reasons according to current legislation are not relevant;
- f) they are excluded from the enjoyment of civil and political rights in their country of origin or origin (for foreign citizens or those who do not hold refugee status or subsidiary protection, the enjoyment of civil and political rights refers to the country of citizenship).

The prescribed requirements must be met on the date of expiry of the deadline for the submission of the expression of interest.

Candidates are admitted to the procedure subject to reservations. Exclusion for lack of requisites or for declarations made pursuant to Presidential Decree 445/2000 that are untrue may be ordered at any time, with a reasoned Decree of the Rector. The exclusion will be notified directly to the interested party.

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

- ART. 3 -

EXPRESSION OF INTEREST, TERMS AND METHODS OF SUBMISSION

The expression of interest, together with the attachments, must be submitted, under penalty of exclusion, electronically, using **the dedicated IT platform "PICA"**, available at:

<https://pica.cineca.it/unipr/2026idr018>

In this regard, candidates are invited to consult the [Guidelines](#) for filling out the application available at the same address.

The procedure for **completing and sending the expression of interest electronically, including any documentation required, must be completed no later than 11.59 p.m. (Italian time) on the 15th (fifteenth) day, starting from the day following that of the publication of this decree on the University's online notice board.** If the deadline indicated falls on a public holiday, the deadline is extended to the first working day.

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

Each expression of interest 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 selection code **2026idr018**.

Other forms of sending expressions of interest or documentation useful for participation in the procedure are not allowed.

The computerized procedure for the submission of expressions of interest and attachments will be strictly deactivated at the end of the deadline and the computer system will no longer allow access to the *form*, nor the sending of the same.

Should the unavailability of the IT procedure described be determined, the University of Parma reserves the right to communicate through its website, alternative methods for the submission of applications for participation in the selection and/or the right to extend the deadline for the submission of the application for a period corresponding to that of the duration of the malfunction.

The online expression of interest must be completed in all its parts, as indicated in the procedure; The required documents can only be attached in PDF format.

Under penalty of exclusion, the expression of interest must be signed by the candidate in one of the ways specified in the guidelines.

Within the deadline of the notice, the candidate can withdraw his/her expression of interest using the PICA system; the receipt of the withdrawal of the expression of interest and its registration will be notified to the candidate by means of two separate e-mail messages. After the deadline of the notice, any waiver 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 notice code.

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

In the expression of interest, the candidate must indicate the domicile elected for the purposes of the selection, 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 failure to receive 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 expression of interest, nor for any computer errors, in any case attributable to third parties, fortuitous events or force majeure.

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

In the expression of interest, the candidate must indicate and/or declare pursuant to Presidential Decree no. 445/2000:

- a) surname, first name and tax code;
- b) place and date of birth;
- c) citizenship held;
- d) residence with the indication of municipality, street, house number, province and postal code and, for the purposes of communications by the University Administration in relation to this procedure, a telephone number and an e-mail address and the domicile elected for the purposes of the procedure. Any change in residence/domicile must be promptly communicated to the address concorsipta@unipr.it
- e) if an Italian citizen or foreigner, to enjoy civil and political rights also in the countries of origin or origin;
- f) possession of the requirements for admission to the procedure;
- g) not to belong to the tenured staff, hired on a permanent basis, of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of PhD pursuant to art. 74, fourth paragraph, of Presidential Decree no. 382 of 11 July 1980;



- h) not to have a family or affinity relationship, up to and including the 4th degree, with a professor belonging to the Department who proposed the activation of the position, with the Rector, the Director General or a member of the University's Board of Directors;
- i) that they have not benefited from fixed-term researcher contracts referred to in Article 24 of Law No. 240 of 30 December 2010, in the version in force after the date of entry into force of Legislative Decree No. 36 of 30 April 2022, converted, with amendments, by Law No. 79 of 29 June 2022 (RTT);
- j) that they have not benefited from research assignments pursuant to art. 22 ter of Law no. 240 of 30 December 2010, for a period that, added to the duration envisaged for the assignment referred to in this notice, exceeds a total of 3 (three) years, even if not continuous, except for any exceptions provided for in order to implement specific European Union research funding programmes under the actions linked to the Marie Skłodowska-Curie (MSCA) programme. For the purposes of the duration of the aforementioned relationships, periods spent on maternity or paternity leave or for health reasons according to current legislation are not relevant;
- k) that he/she has not held positions referred to in Articles 22, 22-bis, 22-ter and 24 of Law No. 240 of 30 December 2010, including with different universities, state, non-state or telematic, with institutions of Higher Education in the Arts, Music and Dance, with institutions whose scientific specialization diploma has been recognized as equivalent to the title of PhD pursuant to Article 74, fourth paragraph, of Presidential Decree 382/1980, and with public research bodies, for a period that, added to the duration envisaged by the assignment referred to in this notice, exceeds a total of 11 (eleven) years, even if not continuous. For the purposes of the duration of the aforementioned relationships, periods spent on maternity or paternity leave or for health reasons according to current legislation are not relevant;
- l) that they have not been convicted of any criminal offences, even if they are not final, and that they do not have any criminal proceedings in progress, in Italy or abroad; otherwise, the convictions, the proceedings against them and any criminal record must be indicated, specifying the date of the measure and the judicial authority that issued it or the one before which any criminal proceedings are pending. The existence of a previous criminal conviction is not in itself an obstacle to the stipulation of the private law contract and it will be the responsibility of the Administration to ascertain the existence of the moral and aptitude requirements to carry out the activity;
- m) that what is stated in their *curriculum vitae*, attached to the application, corresponds to the truth.

Pursuant to art. 3 of Presidential Decree no. 445/2000, citizens of non-European Union countries, legally residing in Italy, can use the substitute declarations only for:

- states, facts and qualities that can be certified or attested by Italian public bodies, without prejudice to the special provisions contained in the laws and regulations concerning the discipline of immigration and the condition of foreigners
- states, facts and qualities that can be certified or attested in application of international conventions between Italy and the country of origin of the declarant, indicating the Convention invoked and the act by which it was transposed into Italian law.

Apart from the above-mentioned cases, the states, personal qualities and facts are documented by certificates or attestations issued by the competent authority of the foreign State, accompanied by a translation into Italian authenticated by the Italian consular authority certifying their conformity to the original.

The University assumes no responsibility in the event of the candidate's unavailability or for the dispersion of communications due to the candidate's inaccurate indication of the address or failure or late communication of the change of address indicated in the expression of interest, nor for any postal or telegraphic errors not attributable to the Administration itself.



- ART. 4 -

ATTACHMENTS TO THE EXPRESSION OF INTEREST

The expression of interest must be accompanied by the following attachments, in non-modifiable format (pdf):

- a) **curriculum vitae**, drawn up in the European format, in Italian or English, duly dated and signed, containing the explicit and articulated statement of the scientific and professional activity;
- b) **documentation useful for the evaluation and to prove scientific-professional experience**;
- c) copy of a **valid identity document** (front and back) with visible signature, even for those signed with a digital signature. Those who are citizens of a European Union country must present their passport, or an identity document issued by the country of origin. Applicants from countries outside the European Union must present only their passport;
- d) any **other documentation** required under any specific conditions provided for in the announcement.

Only what is actually attached to the application form can be assessed, as long as it is contained in files that are not damaged and/or illegible.

Documents drawn up in a foreign language must be accompanied by an Italian translation, certified as conforming to the foreign text by the competent diplomatic or consular representation, or by an official translator, in accordance with current legislation. An exception is made for publications in English, for which translation into Italian is not necessary.

- ART. 5 -

ASSESSMENT METHODS

The evaluation of expressions of interest is carried out by the Research Manager and may be supplemented, where deemed necessary, by in-depth studies with all or part of the candidates, useful for ascertaining the aptitude and suitability to carry out the research activity subject to the assignment.

Following the evaluation, the Research Manager identifies the candidates suitable to carry out the planned activities, formulating an overall judgment for each of them. For the assignment of the position, it selects, among the candidates judged suitable, the candidate considered most qualified to carry out the planned activity, adequately justifying the choice.

The judgments expressed, the reasons for the choices made and the merit ranking of the unselected suitable candidates are included in a special report.

The Research Manager must not be in one of the conditions provided for by art. 51 c.p.c. with reference to candidates. To this end, he/she must produce a specific declaration pursuant to Presidential Decree no. 445 of 28 December 2000.

- ART. 6 -

APPROVAL OF ACTS OF THE DIRECT ALLOCATION PROCEDURE

The acts of the direct award procedure are approved by Rector's Decree, including the name of the selected candidate and the merit ranking of the unselected eligible candidates, published on the *online Register* and on the website of the University of Parma in the section dedicated to the procedure (*Link: [Calls for Research Assignments](#)*⁵). The deadline for any appeals runs from the day of publication of this decree.

The ranking list remains in force for 12 (twelve) months, starting from the date of approval of the acts, without prejudice to compliance with all the requirements for activating the research assignment. No declarations of eligibility for selection will be made.

In the event of renunciation or forfeiture due to non-acceptance within the deadline set by the Administration, the search assignment may be assigned to another candidate who has been found suitable according to the order of the respective ranking. The scrolling of the ranking, in this case, is ordered by Decree of the Rector.

⁵ Extended web address: <https://www.unipr.it/bandi-incarichi-di-ricerca>



During the validity of the ranking list, in the presence of further justified needs relating to the performance of the same research project, the Department Council may propose to the Rector the assignment of additional research assignments to candidates duly placed in the ranking list, provided that the availability of the relevant financial coverage has been ascertained.

- ART. 7 -

ASSIGNMENT OF THE RESEARCH ASSIGNMENT

The assignment of the research assignment takes place through the stipulation of a fixed-term private law contract, with a duration of 24 (twenty-four) months, containing the rights and duties of the parties, to be signed within the term set by the University.

The private law contract is signed by the person declared "winner" or "winner" and by the Rector.

When concluding the private law contract, the interested party is invited to submit the documentation required under current legislation. Failure to deliver or incomplete delivery or failure to regularise it, within the prescribed period, will result in the forfeiture of the right to the assignment.

Citizens of non-European Union countries, in order to sign the private law contract, must certify the regularity of their position inherent to their stay in Italy, pursuant to the current provisions on immigration (Legislative Decree 286/1998).

In the case of a qualification obtained abroad, in order to sign the private law contract, the winner must provide, within a maximum of 90 days from the date of issuance of the Rector's Decree approving the acts, a certified copy of the original⁶, pursuant to Article 18 of Presidential Decree 445/2000, of the following documents, under penalty of forfeiture of the right to enter into the private law contract:

- (1) Declaration of value on site issued by the Italian diplomatic representations (embassies/consulates) present in the country of issue, including, where applicable, apostille/legalization ⁷ or Certificate of verification issued by CIMEA, Italian center ENIC-NARIC;
- (2) Certificate of comparability, issued by CIMEA, the Italian centre for ENIC-NARIC, or, for countries that have signed the Lisbon Convention, the ARDI Statement of comparability that can be downloaded automatically and free of charge from the relevant database; the level of the qualification must correspond to level 7 of the European Qualifications Framework – EQF;
- (3) Certificate issued by the competent University or Institution of Higher Education that awarded the qualification, attesting to the exams passed (*Transcript of Record*), including apostille/legalization, where applicable, and translation⁸ into Italian or English

or Diploma Supplement, including apostille/legalization, where applicable, and translation into Italian or English, also issued by the University or Institution of Higher Education, in the case of qualifications obtained in a country belonging to the European Higher Education Area (EHEA), which includes EU countries and others of the so-called Bologna Process, as well as by countries adhering to European standards

or other instrument similar to the Diploma Supplement (*e.g. Higher Educational Achievement Report (HEAR), Tertiary Education Qualification Statement (TEQS), etc.*), including apostille/legalization, where applicable, and translation into Italian or English.

⁶ Photocopy of the original document authenticated by the Italian diplomatic missions in the foreign country of origin of the document pursuant to Article 18 of Presidential Decree no. 445/2000.

⁷ For information on legalization, please refer to [the website of the Ministry of University and Research](#)

⁸ The translation can be official (by the Italian diplomatic or consular authorities of the country in which the documents were drawn up), or sworn (carried out by a translator at the competent Italian judicial authority) or simple. In the latter case, it is necessary to attach the declaration in lieu of the affidavit art. 19 and 47 of Presidential Decree no. 445 of 28 December 2000) with which the candidate must specify that the translation (e.g. in Italian) conforms to the original document in a foreign language attached.



Those who, within the deadline set by the University, do not declare that they accept it or do not sign the relevant private law contract forfeit the right to the conferral of the research assignment.

The holding of research assignments does not in any way constitute an employment relationship and does not confer any right to access the role of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of PhD pursuant to Article 74, fourth paragraph, of Presidential Decree no. 382 of 11 July 1980, nor can it be taken into account for the purposes of Article 20 of Legislative Decree no. 75 of 25 May 2017.

- ART. 8 -

RIGHTS AND DUTIES OF THE HOLDER OF A RESEARCH ASSIGNMENT

The holder of the research assignment carries out the research assistance activities in conditions of autonomy and without preordained working hours, within the limits of the research program and the indications provided by the Tutor, under whose supervision he/she is placed.

The holder of the research assignment is required to:

- submit, normally every six months and, in any case, at the end of the report, to the Department Council a detailed report on the activity carried out, endorsed by the Tutor;
- comply with the rules of protection and safety in the workplace, including in the health field, in force at the University;
- observe and comply with all the provisions of the University Code of Ethics, the Code of Conduct for public employees adopted by Presidential Decree no. 62 of 16 April 2013 and the University Code of Conduct;
- observe the provisions contained in the private law contract stipulated at the time of the assignment itself.

The violation by the holder of the assignment of the obligations deriving from the Code of Conduct for public employees may result in the termination of the private law contract and the consequent termination of the research assignment.

The activity of the holder of the assignment is carried out at the headquarters of the structure concerned, without prejudice to the missions or off-site activities envisaged by the research project and/or those previously authorized by the reference tutor, the Research Manager and approved by the Council of the structure itself.

The University provides the holder of the assignment with the necessary support for the realization of the activity covered by the assignment, guaranteeing access to the premises, equipment and the use of technical-administrative services, compatibly with its organization, with the needs and with the resources available for the specific research program.

The suspension of the activities covered by the research assignment is possible in the cases indicated by the "Regulations for the awarding of research contracts, post-doc assignments and research assignments pursuant to articles 22, 22 bis and 22 ter of Law no. 240 of 30 December 2010", to which reference is made.

- ART. 9 -

INCOMPATIBILITY

The research assignment is not compatible with:

- a) attendance of bachelor's, master's or master's degree courses, research doctorates or specializations in the medical area, in Italy or abroad, without prejudice to the possibility of implementing specific European Union research funding programs as part of the actions related to the Marie Skłodowska-Curie (MSCA) program;
- b) the holder of PhD scholarships or other scholarships, for any reason, conferred by national or foreign institutions, except in the case where these are aimed at international mobility for research reasons;
- c) the tenure, also at other universities or public research institutions, of a research grant, of another research assignment conferred pursuant to art. 22 ter of Law no. 240 of 30 December 2010, of a research contract conferred pursuant to art. 22 of Law no. 240 of 30 December 2010, of a post-doc assignment conferred pursuant to art. 22 bis of Law 30 December 2010, no. 240, as well as a fixed-term Researcher contract pursuant to art. 24 of Law no. 240 of 30 December 2010;

- d) any other employment relationship, including part-time or fixed-term employment, with public and private entities.

- ART. 10 -

ECONOMIC, FISCAL, SOCIAL SECURITY AND INSURANCE TREATMENT

The holder of the research assignment shall be paid, for the entire duration of the private law contract, the gross annual amount indicated in Article 1 of this notice, determined in relation to the commitment required and the complexity of the activities to be carried out. The amount is attributed to the holder of the office in monthly installments of the same amount.

In tax matters, the provisions of art. 4 of Law no. 476 of 13.08.1984 and subsequent amendments and additions. (Assignments exempt from IRPEF).

In the field of social security, the provisions of art. 2, paragraphs 26 et seq. of Law no. 335 of 08.08.1995 and subsequent amendments and additions. The holder of the research assignment is responsible for registering with the INPS separate management.

With regard to compulsory maternity leave, the provisions of the Decree of the Minister of Labour and Social Security of 12 July 2007, published in the Official Gazette no. 247 of 23 October 2007, apply. During the period of compulsory maternity leave, the allowance paid by INPS, pursuant to Article 5 of the aforementioned Decree of 12 July 2007, is supplemented by the University or by the funding body up to the full amount of the research assignment.

With regard to sick leave, Article 1, paragraph 788, of Law No. 296 of 27 December 2006 applies.

The University provides insurance coverage for accidents and civil liability towards third parties in the performance of research activities.

- ART. 11 -

PERSON IN CHARGE OF THE PROCEDURE AND RIGHT OF ACCESS TO DOCUMENTS

Pursuant to Law no. 241 of 7.08.1990 and subsequent amendments and additions:

Responsible administration	University of Parma
Subject-matter of the proceedings	Procedure for the direct assignment of research assignments pursuant to art. 22 ter of Law 240/2010 and the related University Regulations
Office, digital domicile and Responsible for the procedure	Personnel and Organization Area / Recruitment O.U. PEC: protocollo@pec.unipr.it Avv. Anna Maria Perta
How to view the documents and exercise the rights provided for by Law 241/1990 and subsequent amendments	To exercise the right of access to procedural documents, it is necessary to send a request to the University protocol using the form available on the website (Link: PD01: Request for access to documents⁹)

- ART. 12 -

PROCESSING OF PERSONAL DATA

The personal data of the candidates, communicated to the University of Parma, will be processed, in paper or electronic form, for the sole purposes inherent in the conduct of the selection and the management of any assignment, in compliance with the provisions in force. Candidates are invited to read the specific [information, provided pursuant to Article 13 of EU Regulation 2016/679¹⁰](#) – General Data Protection Regulation, published on the University website.

⁹ Indirizzo web esteso: <https://www.unipr.it/node/12548>

¹⁰ Extended web address: <https://www.unipr.it/informative-privacy-0>



- ART. 13 -

SAFEGUARD OR POSTPONEMENT RULES

This notice constitutes the "*lex specialis*" of the direct contribution procedure and participation in it implicitly implies the acceptance, without reservation, of all the provisions contained therein.

For all matters not covered by this notice, please refer to the ["Regulations for the awarding of research contracts, post-doc appointments and research assignments pursuant to articles 22, 22 bis and 22 ter of Law no. 240 of 30 December 2010"](#), cited in the introduction, as well as to the regulations in force in the matters covered.

The University of Parma will carry out checks on the veracity of the substitute declarations made for the winner and, if necessary, suitable candidates, pursuant to art. 71 of Presidential Decree no. 445 of 28.12.2000. Should the check reveal the untruthfulness of the content of the declaration, the declarant will forfeit the benefits obtained on the basis of the untruthful declaration and, if necessary, the termination of the private law contract stipulated will be determined, without prejudice to the provisions of art. 76 of Presidential Decree no. 445 of 28.12.2000 on criminal sanctions.

The University reserves the right, at its sole discretion, to extend or reopen the terms of this notice, to make any changes or additions that may be necessary, as well as to revoke or suspend it for reasons of public interest.

An extraordinary appeal to the Head of State may be lodged against this measure within 120 days from the date of publication, or, in judicial proceedings, an appeal to the Regional Administrative Court, within 60 days from the same date.

- ART. 14 -

INFORMATION

For any information, interested parties can contact the Organizational Unit (O.U.) Recruitment, Via Università 12, 43121 Parma – Telephone numbers: 0521.034382 / 0521.034386 / 0521.034108 - E-mail address: concorsipta@unipr.it

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

This notice, drawn up in Italian and English, will be made public through:

- ✓ publication on the recruitment portal InPA - Department of Public Administration;
- ✓ publication on the website of the MUR – European Union, on the web [page MUR Calls](#)¹¹
- ✓ publication on the online Register and on the website of this University, on the web [page Calls for Research Assignments](#)¹²

Unless otherwise specified, communications to candidates will be provided only by publication of the same on the University website, in the section dedicated to the procedure, which can be reached at the address indicated above. Such publications will be deemed to be notification to all intents and purposes. Candidates, in order to acquire all the necessary information, are therefore required, for the entire duration of the procedure, to consult the University's institutional website.

Prof. Paolo Martelli

Digitally signed pursuant to Legislative Decree no. 82/2005

U.O.R. Unità Organizzativa Responsabile	Area Personale e Organizzazione	Avv. Anna Maria Perta
R.P.A. Responsabile del Procedimento Amministrativo	U.O. Reclutamento	

¹¹ Extended web address: <https://bandi.mur.gov.it/>

¹² Extended web address: <https://www.unipr.it/bandi-incarichi-di-ricerca>