



NOTICE OF OPEN COMPETITION – No. 1 ONE-YEAR RESEARCH GRANT FOR SCHOOL OF SCIENCES AND TECHNOLOGY – SSD CHIM/06.

HAVING REGARD TO the Regulation on Research Grants issued with Rectoral Decree No. 331 of 5 April 2004 and amended by Rectoral Decree No. 426 of 8 June 2006;

HAVING REGARD TO Law No. 240 of 30 December 2010, notably to Article 22 concerning regulations on research grants;

HAVING REGARD TO the provisions on taxation, as per Article 4 of Law No. 476 of 13 August 1984;

HAVING REGARD TO the provisions on social security, referred to in Article 2, paras. 26 and following, of Law No. 335 of 8 August 1995 as subsequently amended;

HAVING REGARD TO the provisions on compulsory maternity leave provided for in the Decree of the Minister of Labour and Social Security of 12 July 2007, published in the Official Journal of the Italian Republic of 23 October 2007, No. 247;

HAVING REGARD TO the provisions concerning sick leave, referred to in Article 1, para. 788 of Law No. 296 of 27 December 2006, as subsequently amended;

GIVEN that, pursuant to Article 22(7) of Law No. 240 of 30 December 2010, the universities and research institutes may confer, research grants of an amount determined by the same body which awards the allowances and on the basis of a minimum amount established by a decree of the Minister;

HAVING REGARD TO the Ministerial Decree of 9 March 2011, which established the minimum amount of € 19.367,00 to be awarded to research grants holders;

GIVEN that during compulsory maternity leave, the indemnity paid by INPS (Italian National Social Security Institution) is supplemented by the University in order to maintain the full amount of the research grant, pursuant to Article 5 of the aforementioned Decree of 12 July 2007;

HAVING REGARD TO the subscription by the University of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers;

CONSIDERING that in the University Senate of 17 October 2006 the Minerva Code was adopted;

HAVING REGARD TO the University of Camerino Code of Ethical Conduct, issued with Rector's Decree no. 16 of 3 February 2015;

HAVING REGARD TO the three-year plan for corruption prevention 2019-2021, referred to Art. 1, par. 5 and 60 of the Law N° 190/2012, as Resolution of the Board of Directors of 30 January 2019;

HAVING REGARD TO the Resolution of the School of Sciences and Technology Council No. 103 of 10 July 2019, concerning the request for activation of one 12-month research grant in the Scientific Disciplinary Sector CHIM/06 "Organic Chemistry";



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HAVING REGARD TO the University Senate Resolution of 17 July 2019, concerning the approval of the present announcement;

ENSURED the financial coverage of € 23.786,00, entirely by the PRIN 2017 funds available to Prof. Marino Petrini. All the amounts include any related charges (also the ones borne by the University).

Art. 1
Subject and purposes

The University of Camerino is organizing an open competition, based on qualifications and interview, to award n. 1 two-year research grant for the following research project to be carried out at the School mentioned below:

SCHOOL OF SCIENCES AND TECHNOLOGY

Scientific Disciplinary Sector: CHIM/06 “Organic Chemistry”.

Research Area: No.03 (Chemical Sciences)

Research project title: “Sustainable technologies through the use of solvents of natural origin”

Duration: 12 months (1 year) with possibility of renewal

Gross salary: € 19.367,00

Tutor: Prof. Marino Petrini

Admission requirements: LM-54 Master's Degree or previous regulations.

Preferential qualifications: doctorate in chemistry;

Required skills: candidates must have a proven experience in synthetic organic chemistry, with particular reference to modern techniques used for the development of sustainable processes.

Art. 2
Conditions for participation

Applicants must meet the following admission requirements and eligibility criteria:

PhD or equivalent qualification obtained abroad or a further education degree awarded by a specialization School of at least three years, master's degree (old or new system) achieved at least 4 years.

Tenured academic staff employed by Universities, astronomical or astrophysical Observatories, public research and experimentation agencies, research institutions as defined in accordance with art. 8, D.P.C.M. no. 593/1993 and subsequent amendments and integrations, the National Agency for new Technologies, Energy and Sustainable Development (ENEA), the Italian Aerospace Agency (ASI), as well as institutions whose degrees are recognised as equivalent to a doctoral degree in accordance with art. 74, para. 4, D.P.R. no. 382/1980 cannot enter this selection procedure.

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Foreign citizens must have been awarded a **degree equivalent to those previously mentioned**. Equivalence must be certified by competent authorities.

Qualifications obtained abroad that have not yet been declared equivalent, according to the legislation in force, will be evaluated solely for the purpose of selection by the Selection Board. To this end, they must be translated, legalized and endowed with a declaration of value by the Italian diplomatic representations abroad and attached to the application, (original or photocopy). They will also have to submit the study plan, the examinations passed and their grades.

Applicants must satisfy the conditions for participation before the application deadline.

Physical fitness to the job is also required. In accordance with legislation in force, the University reserves the right to ask successful candidates to undergo medical examinations.

Applicants are not admitted to the selection procedure, if they are excluded from any active electorate.

Applicants CANNOT be bound by parental or affinity relationship, up to and including 4th grade with a professor of the School or the unit where the research project takes place, as well as with the Rector, the General Director or a member of the University Board of Governors in accordance with art. 18, para. 1, lett. b) and c), Law no. 240/2010.

Foreign citizens must also meet the following requirements:

- a) to enjoy full rights as citizens in the state of origin or provenance;
- b) except for the Italian citizenship, to meet all other requirements;
- c) to have a fair command of the Italian language.

Anytime and by reasoned decision the University Administration can exclude applicants from the selection procedure because of missing requirements.

Applicants will not be admitted to this selection procedure, if they have already been awarded research grants by any other institution or agency in accordance with Law no. 240/2010 for a period, which summed up with the duration of the current grant, exceeds an overall period of 6 years. If the grant has been awarded during a doctoral programme without remuneration, that period is not counted.

Furthermore, applicants will not be admitted to this selection procedure, if they hold or have held contracts such as post-doctoral grants or fixed-term University Researcher contracts with the University of Camerino or any other Italian university in accordance with art. 22 and art. 24, Law no. 240/2010, as well as with other institutions or agencies in accordance with art. 22, para. 1, Law no. 240/2010 for a period exceeding 12 years, even if not continuous, when summed with the contract duration of the current selection announcement. According to legislation in force, periods on maternity or sick leave are not counted.

Art. 3

Terms and conditions for submissions



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Applications, drafted on ordinary paper, together with relevant documentation for the purposes of the selection procedure, addressed to the Rector, are to be sent by registered mail with advice of delivery to the following address: **Campus Universitario - Via D'Accorso n. 12– 62032 Camerino (MC), or hand-delivered to the University Human Resources Dept., Via Gentile III da Varano, 62032 Camerino (MC) during office hours: Monday to Friday, from 9 a.m. to 2 p.m..**

Applications must be submitted within the time limit of 30 days effective from the day following the publication of the present notice on the website.

If the submission deadline of the application is a Saturday or a public holiday, the deadline will be postponed to the next working day.

In order to verify compliance with the application deadline: date of postmark as evidence, in case of mail delivery; date of receipt released by Human Resources Dept., in case of hand delivery.

The selection procedure announcement will be published on the University of Camerino website at www.unicam.it, on MIUR website (Ministry of Education, University and Research) at <http://bandi.miur.it> and on the European Union website at <http://ec.europa.eu/euraxess>.

Applications must be drafted according to Annex 1, which, according to legislation in force, must contain all requested information. Failure to comply with this requirement entails exclusion from the selection.

The University is by no means responsible for missing out communications due to inexact address details provided by the candidate or for failed or late communication of address changes. Moreover, the Administration is not responsible either for inefficiencies of the postal service not due to the University itself, or for causes due to a third party, or for unforeseeable circumstances or force majeure, or for failed return of the advice of delivery of registered letters.

Within the application, the candidates must declare, under penalty of exclusion and taking full civil, administrative and penal liability:

1. surname, name, place and date of birth;
2. citizenship (Italian or one of EU member states);
3. if Italian, their electoral register, specifying the district, or give reasons for not being enrolled, or for having been cancelled, if applicable;
4. to have a clean criminal record and not to have pending lawsuits, if applicable;
5. the awarded degree, grades, date and awarding University;
6. the awarded doctoral degree, date and awarding University;
7. not to have been awarded any other scholarship, fellowship or research grant. Applicants commit themselves to give them up, in case of their being successful in the current selection procedure;
8. to have physical fitness to the job;
9. permanent or temporary address and postal code, where all communications about this selection procedure are to be sent, including e-mail address;
10. EU citizens must also declare to enjoy full rights as citizens in their state of origin or provenance, or reasons for failing to enjoy them and to have a fair command of the Italian language;
11. to master the foreign language requested by the selection announcement (art. 1);

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12. not to be bound by parental or affinity relationships up to fourth grade and by marriage or civil union or cohabitation with a professor of the School proposing the recruitment, as well as with the Rector, General Director or a member of the University Board of Governors. **The absence of this statement leads to exclusion from the selection procedure.**

Non-EU applicants must also declare, under their own responsibility,

- their citizenship
- to have a fair command of the Italian language.

Disabled applicants must explicitly request for assistance proper to their disability, if needed, in accordance with Law no. 104/1992.

The following documents must be attached to the application:

1. **two paper copies of a properly dated and signed curriculum vitae.** An electronic copy of the curriculum must also be sent in .pdf format to the following e-mail address anna.silano@unicam.it or maddalena.falcioni@unicam.it in order to have it published on the University website, without personal data in accordance with art. 4, para. 3 of Legislative Decree No. 33/2013;
2. **all documents and qualifications and the related list** (degree thesis, qualifications, publications, courses etc.) deemed relevant for the purposes of this selection;
3. the qualification awarded abroad for admission to this selection, as follows:
 - a. in original or in a copy authenticated by an Italian authority, legalized and accompanied by a certified or sworn translation;
 - b. with an attached declaration of value or the transcripts of the examinations taken, concerning the degree required for participation;
4. **annex 6 regarding any assignments or professional activities carried out and positions held in private law entities governed or financed by the public administration, in accordance with art. 15, para. 1, letter c of Legislative Decree No. 33/2013.**

In order to ensure the widest possible participation, candidates holding a degree awarded abroad, who are not able to submit it together with the application, as indicated above, must submit it in copy together with a translation in Italian or in English. In case the applicant wins the competition, the qualification awarded abroad for admission to this selection will have to be submitted according to the above paragraph.

The submission of qualification(s):

- in original or in a copy authenticated by an Italian authority, legalized and accompanied by a certified or sworn translation;
- with an attached declaration of value or the transcripts of the examinations taken, concerning the degree,

is a necessary condition for the contract stipulation in any case. Applicants not belonging to the European Union, who are not yet in possession of the Residence Permit in Italy, cannot start their research project, if they do not respect this procedure.



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5. **a copy of a valid identity document;**
6. **a copy of the tax identification number** (national identification number, social security number etc.).

Evidence of qualifications may also be given by a personal declaration of certification in accordance with art. 46, D.P.R. no. 445/2000 (Annex 2).

Qualifications deemed to be relevant for the purposes of this selection procedure must be submitted within the deadline for application.

Qualifications and publications can be submitted in plain copy accompanied by a declaration in lieu of affidavit as of Annex3, in accordance with art. 19 and art. 47, D.P.R. no. 445/2000, where to state in full awareness that the submitted copies of academic titles and publications are true and faithful copies of the originals (Annex 3).

If not signed in front of the person entitled to receive them, a photocopy of an identity document must be attached to the aforementioned declarations.

The arrangements for Italian citizens apply to citizens of the European Union. Non-EU citizens residing in Italy may use a declaration in lieu of affidavit limited to cases where they are able to prove facts, personal states and qualities, certified or attested by Italian public or private individuals within the meaning of Article 3, para. 2, of the Presidential Decree of 28 December 2000 No. 445.

Certificates issued by the competent authorities of foreign states must comply with the provisions in force in the hosting country and must also be legalized by the competent Italian consular authorities.

Publications must be produced in the original language; they must be translated into one of the following languages: Italian, French, English, German and Spanish only if the original is produced in a language other than the ones mentioned above. The translated texts may be presented in typed copies, together with the text printed in the original language, accompanied by a declaration in lieu of affidavit attesting the conformity of the translated text.

Documents, qualifications and publications posted to the University after the submission deadline will not be considered.

The truthfulness and correctness of the successful candidate's self-certified acts, facts, and personal data will be verified by the University of Camerino.

Applicant's surname, name and address must be clearly written on the envelope.

It is not allowed to refer to documents or publications already submitted for other selection procedures.

Art. 4

Selection Board and evaluation

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The Selection Board is appointed by the Rector and consists of three members, the professor in charge for the research project and two external members proposed by the School Council.

Board members' names and curricula will be published on the University website, together with the decree for the appointment.

Once the evaluation procedure has come to an end, the Selection Board takes proper minutes.

The selection is based on the assessment of qualifications and an interview, which is open to public access.

Assessment of qualifications is made before the interview takes place, according to general criteria as stated below.

The Selection Board can allocate up to 100 points to each candidate: up to 60 to qualifications, and up to 40 to the interview.

Holding a doctoral degree (national or international) is an asset and it can score up to 25 points.

Other qualifications can be evaluated in accordance with the provisions of the abovementioned paragraph. Classification criteria are:

– **up to 5 points for a Masters' degree.** Grades up to:

107/110 = 0 points

108/110 = 1 point

109/110 = 2 points

110/110 = 3 points

110/110 with honours = 5 points

– **up to 20 points for “research products”;**

– **up to 5 points for Diplomas of Advanced Studies or other special postgraduate diplomas.**

– **up to 5 points for duly certified relevant qualifications obtained thanks to contracts, research grants, fellowships awarded by national and international research institutions,** where starting date and duration are clearly stated.

Results of qualifications assessment will be published on the University website.

Applicants will receive communication of the date of the interview at least 30 days before together with scores obtained in the evaluation of qualifications.

Only candidates totalling at least 30 points out of 60 will be invited to an interview.

Subject to the Selection Board consent and a feasibility check (Annexes 4 and 5), foreign candidates, especially non-EU citizens, may carry out an online interview. In this case, it must take place by means of a workstation situated in a University Department or a diplomatic quarter, where an appointed member of the academic or diplomatic staff may testify that the interview is being carried out without any external assistance.

Candidates will have to submit a valid identity document to the interview.

In accordance with art. 1 of the present notice, during the interview the Selection Board will test applicants' command of a foreign language on topics related to the research grant field.



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The research grants will be awarded to the most qualified candidates, with respect to the number of posts made available in the present notice. Candidates must have totalled at least **30 points** out of the 40 allocated for the interview.

If the successful candidate withdraws before the beginning of the research activity, or in case of an early termination of the contract, because of unjustifiable failed beginning of the research activity, the grants can be awarded to applicants coming next in the ranking list of successful candidates.

Grants are conferred under the provisions of a private law contract.

Grants are effective beginning the month after the signing of the contract.

The Scientific Project Leader will testify the beginning of the research activity by sending a declaration to the Rector.

Grants will be paid on a monthly basis.

At the end of the procedure, the Selection Board will express an overall evaluation of each candidate, recorded in minutes, and draw up a ranking list of eligible candidates on the basis of scores obtained. As a result, winner(s) will be designed, considering both ranking list and posts made available.

The most deserving candidate will receive a written communication of his/her being awarded the research grant.

Art. 5

Prohibition of accumulation, incompatibility, leave, interruptions

Grant holders cannot be awarded any other kind of grants, while under this contract, except for those awarded by national or international institutions to integrate this research activity with periods abroad.

Grant holders cannot be, at the same time, enrolled in undergraduate, postgraduate, doctoral courses with grant, medical school courses in Italy or abroad.

Grant holders can be engaged in teaching and be in charge of specific courses and/or teaching modules.

The Department or School, where grant holders are working, is responsible for the profitable performance of grant holders research activity, that is why teaching cannot exceed 60 hours.

Compatible with the assigned research activity and subject to a written authorisation by his/her tutor, heard the Director of the School, grant holders can take part to researches and consulting services commissioned to the University by third parties. They have the right to a share of paid out provisions in accordance with the legislation into force regulating the matter.

Research activity and grants can be interrupted for maternity or sick leave, provided that the length of the research activity is not reduced because of the abovementioned interruptions.

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A leave lasting up to 30 days is not considered an interruption, and lost time must not be made up.

Grant holders, employed by a public body or agency, must be given unpaid leave for a period equivalent to the duration of the research grant.

Art. 6

Rights and duties of grant holders

Grant holders participate in research activities of the School assigned to, and may collaborate with students on research for dissertations or doctoral theses. Grant holders are entitled, for the purposes of carrying out their research activities, to use University structures and resources and to make use of the services provided for researchers, in accordance with the School regulations in force.

The research activity may partially take place in structures or institutions external to the School, subject to an authorisation by the School Council itself.

The University encourages mobility and study periods abroad. In this case, grant holders are entitled to reimbursement for travel and accommodation expenses as provided by an appropriate University Internal Regulation.

Grant holders are obliged to submit a detailed annual written report to the School Council covering the research activities carried out and results achieved, signed by the Scientific Project Head.

Grant holders' contracts may be terminated, in case:

- a. the research activity is unjustifiably postponed;
- b. the research activity is unjustifiably suspended for more than 10 days;
- c. a violation of the incompatibility regime is performed;
- d. a negative evaluation on the research activity by the structure where the grant holder is working (annual assessment).

Delays and interruptions can be justified just in case of duly attested serious illness or force majeure.

Maternity leave is regulated by the Decree of the Ministry of Labor and Social Security of 12 July 2007, and, matters regarding sick leave are regulated by art. 1, para. 788, Law no. 296/2006 as subsequently amended.

During the period of obligatory maternity leave, the maternity subsidy paid by INPS in accordance with art. 5 of the abovementioned decree of 12 July 2007 shall be supplemented by the University to match the entire amount of the remuneration due to the research grant holder.

Grant holders may withdraw from the contract upon thirty days written notice.

Grant holders undertake to comply with the provisions of the Code of Ethics issued by this University with Rector's Decree no. 16 of 3 February 2015.



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Art. 7 Scientific Project Leader

The Scientific Project Leader is a full-tenured professor or a researcher, under whose guidance the research activity is carried out, as established by the research grant.

Art. 8 Contract

The winner of the selection procedure is invited to stipulate a private law contract usually effective from the beginning of the following month. As described, the work relationship derives from the national law applicable, and does not in any way imply academic staff permanent employment and does not count towards tenure track positions at Italian Universities.

Upon termination of the contract, grant holders will have to submit a report on his/her research activity.

Art. 9 Return of documents and publications

The deadline for candidates to ask back their documents (academic titles and publications), except in case of ongoing legal disputes, is 6 months after the end of the selection procedure. They can do it either in person or through a proper written request, to the Human Resources Department of the University of Camerino – Via Gentile III da Varano 62032 Camerino (MC).

After expiry of the time limit, the University is not responsible for the abovementioned documents.

Art. 10 Fiscal and social security dispositions

Research grants referred to in this Regulation are subject to the fiscal provisions contained in art. 4, Law no. 476/1984 and subsequent amendments and integrations, and to the social security provisions contained in art. 2, para. 26, Law no. 335/1995 and subsequent amendments and integrations.

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Art. 11
Processing of personal data

In accordance with Regulation UE 2016/679 all personal data, supplied by candidates will be exclusively processed for the purposes relevant to the current selection procedure for the conferral of the research grants and for recruitment procedures.

Art. 12
Public access to official records

In compliance with the transparency obligations set forth in the Legislative Decree of 14 March 2013 No. 33, as amended by Legislative Decree No. 97 of the 25 May 2016, the present notice, the list of candidates, their curriculum and the ranking list will be published on the University's website at <http://www.unicam.it/bandi>.

Camerino, 4 ottobre 2019

THE RECTOR
Prof. Claudio Pettinari

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