



**Subject: Selection procedures for the recruitment of 2 (two) Associate Professor positions, pursuant to Art. 18, Paragraph 4, Letter B, of Law No. 240/2010; one for the Academic Recruitment Field 06/A3 “Microbiology and Clinical Microbiology” and for the Academic Discipline MED/07 “Microbiology and Clinical Microbiology” at the School of Bioscience and Veterinary Medicine; and the other one for the Academic Recruitment Field 01/B1 “Computer Science” and for the Academic Field INF/01 “Computer Science” at the School of Science and Technology – NOTICE OF SELECTION PROCEDURE.**

## THE RECTOR

- HAVING REGARD TO Decree-Law No. 1 of 9 January 2020, converted with amendments by Law No. 12 of 5 March 2020, in particular Art. 1, establishing the Ministry of Education and the Ministry of University and Research, with the consequent suppression of the Ministry of Education, University and Research (MIUR);
- HAVING REGARD TO Law No. 168 of 9 May 1989, implementing the constitutional principle of university autonomy, providing for the recognition of the teaching, scientific, organisational, financial and accounting autonomy of Universities;
- HAVING REGARD TO Law No. 537 of 24 December 1993, and, in particular, Art. 5, establishing the financial autonomy of the University;
- HAVING REGARD TO Law of 30 December 2010, No. 240, providing for “Rules for the organisation of universities, academic staff and recruitment, as well as the government's responsibility to encourage the quality and efficiency of the university system”, in particular Art. 18;
- HAVING REGARD TO Ministerial Decree No. 662 of 1 September 2016, later integrated by Ministerial Decree No. 372 of 1 June 2017, redefining the correspondence tables between Italian and foreign academic positions, pursuant to Art. 18, Paragraph 1, Letter b) of Law No. 240/2010;
- HAVING REGARD TO Legislative Decree No. 49 of 29 March 2012, laying down the rules for the planning, monitoring and evaluation of the budget and recruitment policies of universities, implementing Law No. 240/2010;
- HAVING REGARD TO Ministerial Decrees of 26 February 1999 and of 4 May 1999, respectively, concerning identification and reclassification of academic disciplines in university studies, subsequently amended by Ministerial Decree of 4 October 2000;
- HAVING REGARD TO Ministerial Decree No. 855 of 30 October 2015, reclassifying Groups of Academic recruitment fields, and Academic recruitment fields, referred to in Art. 15 of Law No. 240/2010;
- HAVING REGARD TO the University of Camerino signing the declaration of commitment to adopt the European Charter for Researchers and of the Code of Conduct for the Recruitment of Researchers, in July 2005;
- HAVING REGARD TO Law No. 104 of 5 February 1992, as amended, governing assistance to, social integration and the rights of disabled people;

### Administration

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### Division of Human Resources, Organisation and Development

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- HAVING REGARD TO Law No. 241 of 7 August 1990, as amended, concerning the rules on the transparency of administrative procedures, and on access to administrative documents;
- HAVING REGARD TO Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, providing for “Reorganisation of the regulation concerning the right of civic access and the obligations of publicity, transparency and dissemination of information by Public Administrations”;
- HAVING REGARD TO Presidential Decree No. 445 of 28 December 2000, as amended, providing for the so-called “Consolidated Act on legislative and regulatory provisions with reference to administrative documentation”;
- WITH REFERENCE TO the Code of Ethical Conduct of the University of Camerino, issued with Rector’s Decree, No. 16 of 3 February 2015;
- WITH REFERENCE TO the Three-Year Plan for Corruption Prevention 2019-2021, pursuant to Art. 1, paragraphs 5 and 60 of Law No. 190/2012, approved by the Board of Governors in its meeting of 30 January 2019;
- HAVING REGARD TO Ministerial Decrees No. 749 and No. 742 of 8 August 2019, defining the criteria and the recruitment quota of state universities for the year 2019, assigning to the University of Camerino, for the year 2019, performance-based funding points for the recruitment of tenured staff members and fixed-term researchers, as well as additional performance-based funding points;
- WITH REFERENCE TO the Resolutions of the School of Bioscience and Veterinary Medicine No. 73 of 7 October 2020, and of the School of Science and Technology No. 116 of 14 October 2020, defining the Academic Recruitment Fields, the Academic Discipline, the type of the research and teaching engagement, the number of publications to be submitted, and the assessment of foreign language;
- WITH REFERENCE TO the Resolutions of the Board of Directors and the Academic Senate of 28 October 2020, providing for the plan for the use of performance-based funding points for the year 2019, and the use of residues from previous years, as regards the teaching and research staff, for a total of 9.8 performance-based funding points;
- ACKNOWLEDGING THAT, in these sessions, the activation of two (2) Associate Professor positions, pursuant to Art. 18, Paragraph 4 of Law No. 240/2010, one for the School of Bioscience and Veterinary Medicine, and one for the School of Sciences and Technologies, has been approved;
- ASCERTAINED the financial availability to announce the above described Associate Professor positions;

## DECREES

### Art. 1

#### Type of Academic Recruitment

Two selection procedures by call, for 2 (two) positions of Associate Professor, are now open for applications, pursuant to Art. 18, Paragraph 4 of Law No. 240/2010, at the University of Camerino, with a single

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administrative office headquarters, even though several teaching and/or research facilities are located in municipalities other than Camerino, for the below specified School, Academic recruitment field, and Academic discipline:

## 1) SCHOOL OF BIOSCIENCE AND VETERINARY MEDICINE

**1 (one) position of Associate Professor** (pursuant to Art. 18, paragraph 4 of Law No. 240/2010)  
**Academic recruitment field 06/A3 “Microbiology and Clinical Microbiology”**  
**Academic discipline MED/07. “Microbiology and Clinical Microbiology”**

*Maximum number of publications: 15*

*Type of research and teaching engagement:*

- Research engagement: Development and consolidation of research lines in the field of Virology. Supervision of doctoral theses.
- Teaching engagement: Teaching within the scope of degree courses of Biology and Veterinary Medicine, with particular reference to the Camerino campus. Teaching the subjects of Microbiology and Clinical Microbiology, supervision of degree theses (Master’s degree programmes) and internships (First level/Bachelor’s degree programmes)

*Assessment of language skills:*

**Language skills, in particular knowledge of the English language will be assessed through a documented curricular experience.**

## 2) SCHOOL OF SCIENCE AND TECHNOLOGY

**1 (one) position of Associate Professor** (pursuant to Art. 18, paragraph 4 of Law No. 240/2010)  
**Academic recruitment field 01/B1 “Computer Science”**  
**Academic discipline INF/01. “Computer Science”**

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

*Type of research and teaching engagement:*

- The research engagement required must be international, within the scope of Academic Discipline INF/01. In particular, the research engagement must concern at least one of the following research topics:



Software engineering, Programming language theory, Formal Specification and Verification of complex systems, Distributed computing theory.

-The teaching engagement required is to carry out at least 120 hours of lessons for the degree programmes in Computer Science, as well as for other programmes activated at the University.

*Assessment of language skills:*

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

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

## **Art. 2**

### **Publication of the Notice of Competition**

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

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

## **Art. 3**

### **Requirements for participation in the selection procedure**

**The following shall be admitted to the selection procedure: Candidates who, in the three years preceding the expiry date of the call for applications, have not hold any positions as Full Professor, Associate Professor, Tenured Researcher, or Fixed-term Researcher, referred to in Article 24, Paragraph 3, Letters a) and b), and who did not hold any research grants, and were not enrolled in university courses at the University of Camerino (pursuant to Art. 18, Paragraph 4 of Law No. 240/2010).**

Furthermore, they must meet at least one of the following requirements:

- a. Candidates eligible for Selection procedures for positions at the level of Associate Professor, published pursuant to Law of 3 July 1998, No. 210, limited to the period of validity of such eligibility (qualification), i.e. nine years from the achievement of the same, as established by Art. 4, paragraph 5-d of Executive Order

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No. 244/2016, converted, with amendments, to Law No. 19/2017 (the so-called “Milleproroghe” Decree [annual decree extending the life of various government measures] 2017);

b. Associate Professors already holding a position at another university, classified in the Academic recruitment field indicated in the Notice of Competition, or in one of the Academic recruitment fields included in the same Group of academic recruitment fields;

c. Scholars permanently engaged abroad in research or teaching activities at the university level, in positions of a level equal to that of the Notice, on the basis of the correspondence tables defined by the Ministry, after consultation with the National University Council;

d. Scholars in possession of the National Scientific Qualification, pursuant to Art. 16 of Law No. 240/2010, for the Academic recruitment field indicated in the Notice, or for one of the Academic recruitment fields included in the same Group of Academic recruitment fields, or taking into account the provisions of Art. 4, paragraph 2 of Ministerial Decree of 30 October 2015, No. 855 (Decree concerning the reclassification of the Groups of Academic recruitment fields, and Academic recruitment fields), for the positions specified in the procedure, or for higher positions, provided that they do not already hold such higher positions.

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

a) Candidates having a marital, civil union or cohabitation-outside-marriage relationship, pursuant to Law of 20 May 2016, No. 76, or a degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School or Unit publishing the Notice of Competition, or with the Rector, Director-General, or a member of the University’s Board of Governors;

b) Candidates excluded from the enjoyment of civil and political rights;

c) Candidates excluded from the active political electorate and those who have been dismissed or released from a position in Public Administration for consistently insufficient performance;

d) Candidates who have been revoked from another public sector position, pursuant to Art. 127, letter d) del T.U. approved by Presidential Decree of 10 January 1957, No. 3.

e) Candidates who were employed, held research grants or were enrolled in university courses at the University of Camerino in the last three-year period.

**Candidates must be in possession of the requirements for admission to the Selection procedure at the date of expiry of the deadline for submitting the application. Failure to correspond to the aforementioned requirements shall result in the exclusion from the selection.**

#### Art. 4

#### Application and presentation deadline

Applications for participation in this selection procedure must be submitted within the peremptory term of **30 days**, starting from the day following the date of publication of the relevant Notice in the Official Gazette of the Italian Republic - the 4<sup>th</sup> Special Series - Competitions and Exams.

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If the deadline for submitting the application falls on a Saturday or a public holiday, the deadline shall be postponed to the first working day.

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

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

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

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

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

**The application must be submitted exclusively through the online procedure indicated in the Notice,** containing the following wording, which differs according to the position announced, for the position for which the candidate is applying.:

- “*Selection procedure for one (1) position of Associate Professor, pursuant to Art. 18, Paragraph 4 of Law No 240/2010, or the Academic Recruitment Field 06/A3 “Microbiology and Clinical Microbiology”, and Academic Discipline MED/07 “Microbiology and Clinical Microbiology”, at the School of Bioscience and Veterinary Medicine*”.

- “*Selection procedure for one (1) position of Associate Professor, pursuant to Art. 18, Paragraph 4 of Law No 240/2010, or the Academic Recruitment Field 01/B1 “Computer Science”, and Academic Discipline INF/01 “Computer Science”, at the School of Science and Technology*”.

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

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

Each candidate can send only one application.

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

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

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

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

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

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

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

1. Their last name, name, place and date of birth, residence and citizenship;
2. Tax Code (for Italian citizens) or Personal identification code (for foreign citizens);
3. To be in possession of all the requirements for admission to the Selection procedure, pursuant to Art. 3 of this Notice of Selection Procedure;
4. To have no degree of kinship or affinity, up to and including the fourth degree, or a marital, civil union or cohabitation-outside-marriage relationship, pursuant to Law of 20 May 2016, No. 76, with a Professor working at the School publishing the Notice, or with the Rector, Director-General, or a member of the University's Board of Governors. **Failure to present this last declaration shall result in the exclusion from the procedure;**
5. **To have not hold, in the last three years, any positions as Full Professor, Associate Professor, Tenured Researcher, or Fixed-term Researcher, referred to in Article 24, Paragraph 3, Letters a) and b), and to have not hold any research grants, and to have not been enrolled in university courses at the University of Camerino**
6. To have no criminal convictions, or, in case of any convictions, indicating the details of the related sentences and any pending criminal proceedings;
7. To enjoy full civil and political rights;
8. For foreign citizens, to enjoy full civil and political rights in their State of origin, or the reasons for the exclusion from the enjoyment of civil and political rights, and to have adequate knowledge of the Italian language;
9. The current position regarding military service obligations for Italian citizens;
10. To not have been dismissed from a position in Public Administration for consistently insufficient performance, and to not have been revoked from another public sector position, pursuant to Art. 127, letter D, of Consolidated Text of Presidential Decree No. 3 of 10 January 1957;
11. The name of the University awarding the qualification of eligibility and the date of the approval of the proceedings (for the candidates referred to in Art. 3, Letter a) of this Notice;
12. Indication of the Academic recruitment field, in which the National Scientific Qualification was achieved;
13. Indication of the salary class (level), in the case referred to in Art. 3, Letter b)) of this Notice of Competition, i.e. in the case of Associate Professors already holding a position at another University;
14. Indication of the position of a level equal to that of the Notice, in the case of scholars permanently engaged abroad in research or teaching activities at the university level (case referred to in Art. 3, Letter c)).

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

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

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

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

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

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

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

## **Art. 5 Qualifications and Publications**

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

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

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

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

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

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

#### **Art. 6 Exclusions**

Candidates shall be admitted to the procedure conditionally.

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

#### **Art. 7 General criteria for the evaluation of candidates**

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

The evaluation takes place on the basis of the criteria, and according to the rules set out by the Selection Committee, in line with the indications of the Notice of Competition. The criteria take into account the qualifications, scientific publications, curriculum vitae, teaching activity, language skills, if required, and specific competences indicated in Art. 1 of the Notice.

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

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

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

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

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

In its first meeting, the Committee shall:

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

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

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

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

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

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

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

The proceedings of the Committee consist of the minutes, drawn up in two copies, of the individual meetings, including the individual, collective and overall judgements expressed on each candidate. The work of the Committee must be completed within 4 months from the publication date of the Rector's Decree concerning the appointment of the Committee in the Official Gazette of the Italian Republic. The Rector may extend the deadline for the conclusion of the procedure for no more than 2 months, for proven and exceptional circumstances reported by the Chairman of the Committee. In the event that the works are not completed within the set deadline, the Rector, by a substantiated decision, shall initiate the procedure for the substitution of the members responsible for the delay, establishing a new deadline for the conclusion of the works.

## **Art. 9 Approval of the Proceedings**

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

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

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

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

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

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

#### **Art. 10** **Call**

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

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

#### **Art. 11** **Rights and Duties**

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

#### **Art. 12** **Financial Compensation and Social Security Benefits**

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

#### **Art. 13** **Appointment**

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

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

#### **Art. 14** **Processing of Personal Data**

Without prejudice to the provisions on mandatory publication of Legislative Decree No. 33/2013 and subsequent amendments, and of the Minerva Code, the University of Camerino is committed to respecting the confidential nature of the information provided by the candidate, pursuant to the EU Regulation

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2016/679. All data provided shall be processed only for the purposes related to, or necessary for the selection procedure and for the appointment, if any, in compliance with current regulations.

**Art. 15**  
**Procedure Manager**

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

**Art. 16**  
**Regulations of Reference**

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

THE RECTOR  
Prof. Claudio Pettinari

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