



**Decr. No. 30710 06/05/2021**

**Subject: Selection procedure for the conferral of 1 (one) TWO-YEAR RESEARCH COLLABORATION GRANT for the School of Architecture and Design – Academic Discipline ICAR/21 “Urban Planning” – CALL / NOTICE OF SELECTION PROCEDURE**

**THE RECTOR**

**HAVING REGARD TO** Law No. 240 of 30 December 2010, in particular Art. 22 containing provisions regarding “Research Grants”;

**WITH REFERENCE TO** the new Regulation on the Conferral of Research Grants, issued with Rector’s Decree No. 6408 of 07 February 2020;

**HAVING REGARD TO** Ministerial Decree of 9 March 2011, pursuant to Art. 22 of Law No. 240/2010, which established that the minimum amount to be attributed to the holders of research collaboration grants is € 19,367.00;

**HAVING REGARD TO** Ministerial Decrees of 26 February 1999 and of 04 May 1999, respectively concerning identification and reclassification of academic disciplines in university studies, subsequently amended by Ministerial Decree of 04 October 2000;

**HAVING REGARD TO** Presidential Decree No. 445 of 28 December 2000, and subsequent amendments, providing for the so-called “Consolidated Act on legislative and regulatory provisions with reference to administrative documentation”;

**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** 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”;

**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;



**WITH REFERENCE TO** Rector's Decree No. 54692 of 17 September 2020, adopting the "Anti-contagion safety protocol for the regulation of measures to contain the spread of Covid-19 in work and study environments at the University of Camerino;

**WITH REFERENCE TO** the Resolution of the Board of the School of Architecture and Design No. 118 of 11 March 2021, concerning the request for activation of 1 (one) two-year research grant in the Academic Discipline ICAR/21 "Urban Planning";

**ASCERTAINED** the financial availability of € 47.800,00 (including all the charges for which the Entity is responsible), which shall be borne by the cost centre/project: ADI230002 - LIFE/2019 - IMAGINE UMBRIA - Sargolini 2020, CUP Code: J62C20000670005;

## DECREES

### Art. 1

#### Subject

Selection procedure, based only qualifications and an interview, for conferral of 1 (one) two-year research grant for the carrying out of research activities at the School and for the research project indicated below, is now open:

#### **SCHOOL OF ARCHITECTURE AND DESIGN**

**Academic Discipline: ICAR/21 – "Urban Planning"**

**Research Area: CUN 08 "Civil Engineering and Architecture"**

**Research Project Title:** "Integrated management and subsidies for the Natura 2000 network in Umbria"

**Research Activity to be carried out:** Collection, analysis and evaluation of the collected data aimed at defining and developing models for the territorial management of urban and peri-urban areas.

**Head of Research Project:** Prof. Massimo Sargolini

**Duration of the grant:** 24 months

**Gross annual amount to be paid to the grant recipient:** € 19.450,00

**Grant cost centre:** ADI230002 - LIFE/2019 - IMAGINE UMBRIA- Sargolini 2020 – CUP Code: J62C20000670005

**Place of research activity:** School of Architecture and Design

**Admission requirements and qualifications:** Masters'/Specialisation Degree or an equivalent degree obtained in the previous system, in an area related to the research topic.

#### Administration

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#### Division of Human Resources, Organisation and Development

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Qualifications valid for evaluation:

- Research grants;
- Academic qualifications and certificates (masters, scholarships, courses)
- Publications.

English proficiency level: Good

**Preferential criteria:** PhD obtained in Italy or abroad in topics related to the research project in question.

**General criteria for the evaluation of qualifications:** The evaluation of qualifications will concern the adequacy of the curriculum submitted by the candidate in relation to the research activities to be carried out. A PhD will receive a maximum score of 10 points.

**Indication of the deadline for submitting the application:** 30 days from the date of publication of the Notice of Competition;

**Possible scores to be attributed to qualifications and to the interview:** 40 points for qualifications; 60 points for the interview.

## Art. 2

### Requirements for participation in the selection procedure

The following shall be admitted to the selection procedure for the conferral of research grants: Candidates in possession of a Masters' degree in the Class indicated in Art. 1 of this Notice of Competition, having a scientific-professional curriculum suitable for carrying out the research activity.

A PhD degree, as indicated in Art. 1 of this Notice, is preferential for the conferral of the research grant.

Foreign citizens must be in possession of a degree equivalent to those previously mentioned. Equivalence must be certified by competent authorities.

Research grants are awarded in compliance with the University's Code of Ethics.

Research grants shall not be awarded to permanent staff members at universities, public research and experimentation agencies and institutions, the Italian National Agency for New Technologies, Energy and Sustainable Development (ENEA), the Italian Aerospace Agency (ASI), as well as at the institutions conferring scientific specialisation degrees recognised as equivalent to a PhD degree pursuant to Art. 74, paragraph 4 of Presidential Decree. No. 382 of 11 July 1980.

Candidates excluded from the active political electorate shall not be admitted to the selection procedure.

Pursuant to Art. 18, paragraph 1, letters b) and c) of the Law No. 240/2010 and Art. 1, paragraph 3 of the Regulations, candidates having a degree of kinship or affinity, up to and including

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the fourth degree, with a Professor working at the School publishing the proposal for the activation of the contract, or with the Rector, Director-General, or a member of the University's Board of Governors, shall not be admitted to the selection procedure.

Foreign citizens must also meet the following requirements:

- a) enjoying full civil and political rights in the Country of origin or provenance;
- b) meeting all the requirements necessary for the Italian citizens, except for the Italian citizenship,
- c) having adequate knowledge of the Italian language.

At any time, and by reasoned decision, the University Administration may order exclusion from the selection procedure due to lack of necessary requirement.

Furthermore, candidates who have already been awarded research grants by any institution, pursuant to Law No. 240/2010, for a period exceeding 6 years when summed up with the duration of this grant, shall not be admitted to this selection procedure. If the grant has been awarded during a PhD programme without a scholarship and up to the legal duration of the course., that period is not counted.

Furthermore, candidates who have held contracts as research fellows or fixed-term researchers, pursuant to Articles 22 and 24 of Law No. 240/2010, with the University of Camerino or any other Italian university, government, non-government or online, or with institutions described in Art. 22, paragraph 22 of Law No. 240/2010, for a period exceeding 12 years, when summed up with the duration of this grant, even if not continuous, shall not be admitted to this selection procedure.

Periods spent on maternity leave or sick leave, according to the current legislation, shall not be taken into account for the purposes of the duration of the aforementioned work relationships.

### Art. 3

#### Application and presentation deadline

Applications for the participation in the selection procedure, drafted on plain paper and accompanied by the required documentation, must be addressed to the Rector, and sent using one of the following modalities:

- **hand-delivered directly to the Protocol Office**, located in Camerino, Via D'Accorso No. 16 (University Campus, Rector's Office headquarters), Monday to Friday, from 09:00 a.m. to 01:00 p.m., the envelope containing the application and the attachments must bear the full name and address of the candidate;

- **registered mail with return receipt** to the following address: University of Camerino – Via D'Accorso No. 16 (University Campus, Rector's Office headquarters), – 62032 Camerino (MC). The envelope containing the application form must bear the following wording, in block letters: *“Application for the Selection procedure for the conferral of a research grant for the Academic Discipline ICAR/21 “Urban Planning”, School of Architecture and Design – Head of the Research Project: Prof. Massimo Sargolini”*

The date of submission of the application is established and proven by the stamp of the accepting post office;



- **certified e-mail (PEC) address: [protocollo@pec.unicam.it](mailto:protocollo@pec.unicam.it)**. In this case, the application must be sent to the aforementioned PEC address of the University from another PEC address, by 11:59 p.m. (Italian time) on the due date.

The application may only be sent from another certified e-mail address (PEC).

In case of transmission via PEC, the candidate must indicate, in the subject of the e-mail, the following wording: “*Application for the Selection procedure for the conferral of a research grant for the Academic Discipline ICAR/21 “Urban Planning”, School of Architecture and Design*”,

Electronic documents without digital signature or scanned handwritten signature will be considered, in harmony with applicable legislation, as unsigned and therefore null.

The application and all the attachments must be sent in PDF format. However, the .jpg format will also be accepted for the identification document only.

**Applications for participation must be presented, under penalty of exclusion, within the peremptory deadline of 30 days, starting from the day following the date of publication of the Notice on the website.**

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.

In order to verify compliance with the terms of the application, the stamp of the accepting post office shall be considered valid in case of shipment, while, in case of delivery by hand, the date considered valid shall be the date of receipt of the application by the Protocol Office, which will issue a specific receipt. In the case of certified e-mail, the sent date and time of the same shall be considered valid.

This Notice of Competition is published on the University of Camerino website, at <http://www.unicam.it/bandi>, on the Official Online Notice Board, 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>, and in other ways such as to ensure international diffusion.

Under penalty of exclusion, Applications must be drafted according to the scheme attached to this Selection procedure (Annex 1), containing all the information requested from the candidates by the current legislation. all requested information.

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 late communication of the change of the address indicated in the application, or due to any postal or telegraphic issues, not attributable to the Administration, or in any case, attributable to third parties, in the case of unforeseeable circumstances or force majeure.

In the application, candidates must declare, assuming full responsibility and under the penalty of exclusion from the selection procedure, the following:

- 1) Their last name, name, place and date of birth;
- 2) To have Italian citizenship, or citizenship of one of the Member States of the European Union;



- 3) (In case of Italian citizens) Municipality in which they are registered in the Electoral Register, or the reasons for the non-registration or cancellation from the same;
- 4) To have no criminal convictions, or any pending criminal proceedings;
- 5) The Masters' degree obtained with the date on which the degree was awarded and the University from which it was obtained;
- 6) The obtained PhD degree, if any, the date on which the degree was awarded and the University from which the degree was obtained;
- 7) To hold no other scholarship, fellowship or research grant, and undertaking to renounce them in case of becoming successful candidates in this selection procedure;
- 8) Domicile or address, including the ZIP code, to which all communications regarding this selection procedure shall be sent, as well as an e-mail address;
- 9) Citizens of the Member States of the European Union must also declare that they enjoy civil and political rights in the Country of their origin or provenance, or the reasons for the non-enjoyment of the same, and that they have adequate knowledge of the Italian language;
- 10) To have no degree of kinship or affinity, up to and including the fourth degree, 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;

Candidates who are citizens of non-EU countries must also declare in the application, assuming full responsibility, their citizenship status.

Candidates with disabilities, pursuant to Law No. 104 of 05 February 1992, in their application must make an explicit request in relation to their disability and regarding the aid necessary for the completion of the interview.

Candidates must attach the following to the application:

- 1) **Curriculum vitae, bearing their signature and the date.** A copy of the curriculum, omitting the personal data (pursuant to Art. 4, paragraph 3 of Legislative Decree No. 33/2013), must also be sent in PDF format to one of the following e-mail addresses: [anna.silano@unicam.it](mailto:anna.silano@unicam.it) or [tiziana.paniccia@unicam.it](mailto:tiziana.paniccia@unicam.it), in order to have it published on the University website;
- 2) **All documents and qualifications deemed relevant for the purposes of the procedure, and a list of the same** (publications, degree thesis, courses, various diplomas, etc.);
- 3) **Degree(s) obtained abroad, required for admission to this selection:**
  - a) original copy or a copy authenticated by an Italian authority, notarised and accompanied by a certified or sworn translation;
  - b) with attached declaration of value or the transcripts of the exams taken, relative to the degree required for participation;

In order to ensure the broadest possible participation in the procedure, candidates unable to present a degree obtained abroad when submitting the application, as indicated in the previous paragraph, must enclose with the application a photocopy of the degree accompanied by translation

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in Italian or English, and later, in case of successful candidates, obligatorily present the degree, according to the methods described in the previous paragraph.

Regulations for the submission of degrees:

- notarised, accompanied by certified or sworn translation, authenticated / original copy;
- with an attached declaration of value or the transcripts of the exams taken, relative to the degree

This is an obligatory requirement for the signing of the contract in any case (for candidates non-EU citizens, who are not yet in possession of the Residence Permit in Italy, submission of degrees according to these methods constitutes an obligatory requirement for the start of activity).

#### **4) A copy of a valid identity document;**

Candidates may also demonstrate possession of the aforementioned qualifications by means of the declaration in lieu of certification (pursuant to Art. 46 of Presidential Decree No. 445/2000) – (Annex 2).

With reference to publications and qualifications deemed useful for the purpose of this selection procedure, candidates must also attach a specific Declaration in lieu of Affidavit, attesting the compliance with the original copy (pursuant to Articles 19 and 47 of Presidential Decree No. 445/2000), if copies are presented – (Annex 3).

Furthermore, candidates must also attach a specific Declaration in lieu of Affidavit, attesting that the contents in the curriculum are true and correct (pursuant to Articles 19 and 47 of Presidential Decree No. 445/2000) - (Annex 3).

If not signed in the presence of a person in charge of the receipt of documents, declarations in lieu of certification / affidavit, must be accompanied by a photocopy of an identity document.

The University Administration reserves the right to verify the veracity and authenticity of the statements produced.

Candidates are admitted to the selection with reserve (conditional admission).

The Administration may decide at any time, on the basis of its own motivated provision, even after the tests have been carried out, to exclude a candidate from the selection procedure. The exclusion will be communicated to the interested party.

The procedures envisaged for Italian citizens also apply to citizens of the European Union.

Non-EU citizens residing in Italy may use declarations in lieu of certification / affidavit only in the cases when proving personal status, facts and qualifications, certifiable or attestable by public or private Italian entities, pursuant to Article 3, paragraph 2 of Presidential Decree No. 445/2000.

Certificates issued by the competent authorities of foreign Countries must comply with the provisions in force in that Country, and must also be authenticated by the competent Italian consular authorities.

Publications must be presented in the original language; they must be translated into one of the following languages: Italian, French, English, German and Spanish, only if the original language is not one of the above. The translated texts may be presented in typewritten copies together with the

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text printed in the original language, accompanied by a declaration in lieu of affidavit, which certifies the compliance of the translated text with the original.

Documents, degrees and publications sent to the University after the deadline for submitting applications shall not be taken into consideration.

#### **Art. 4**

### **Selection Committee and selection procedure**

The Committee is appointed by Rector's Decree and is made up of the Head of Research Project and two other members, as well as a substitute member, Professors or Researchers, belonging to the academic discipline relating to the project or to the related sector.

If the funds for the disbursement of the grant derive in whole or in part from external funding, a member of the Committee may be an expert, indicated by the funding body, with particular documented competence with respect to the subject of the research program. The external member shall also be subject to the rules of the University's Code of Ethics

The Committee shall be made known by publishing the nomination decree on the University website, together with the individual names of the Committee members and their curricula.

The selection procedure shall be based on the evaluation of qualifications and publications and can may be followed by an interview.

When evaluating the qualifications, the Selection Committee shall consider the doctoral degree or equivalent qualification obtained abroad as a preferential qualification.

When evaluating the qualifications, only publications and specific qualifications relevant to the research activity to be carried out and showing the level of scientific and professional qualification achieved by the candidates will be taken into account.

The interview will focus on topics related to the research project chosen by the candidate and will be aimed at ascertaining the aptitude for research and the professional capacity required for the performance of the tasks to which the selection procedure refers. During the interview, the knowledge of the foreign language requested in the Notice of Competition may also be verified.

At the end of each meeting, the Committee shall draw up a specific report.

At the end of its work, the Committee shall draft a list of qualified candidates on the basis of the evaluation of qualifications and publications presented by the candidates, and of the interview, if conducted.

**With regard to scientific production, the Committee shall also evaluate the degree of creativity and autonomy shown by the candidate.**

The schedule and venue of the interview will be published on the University of Camerino website ([www.unicam.it/bandi](http://www.unicam.it/bandi)) after the expiry date of this Notice of Competition.

Therefore, the candidates will not receive any communication calling for the interview from the Administration.

To take the interview, candidates must be in possession of a valid identification document.

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A candidate's failure to attend the interview shall be considered an explicit manifestation of their willingness to renounce the selection procedure.

Any changes regarding the schedule will be published by means of a notice on the website: [www.unicam.it/bandi](http://www.unicam.it/bandi).

Therefore, the candidates for this selection procedure are required, in any case, to check the University website at the address indicated above in the days preceding the date set for the interview.

In case of renunciation of the successful candidates before the beginning of the activity, or in case of early termination due to unjustified failure to start the research activity, the grants may be conferred to suitable candidates, according to the order of the respective rankings.

The Rector, by Rector's Decree, shall ascertain the regularity of the acts of the selection procedure, consisting of the minutes of each meeting of the Committee, and shall approve the ranking list, which shall be immediately effective.

The results of the selection procedure shall be communicated to the winner of the grant, who will be invited to enter into a private-law contract in which the contractual rights and obligations shall be indicated. This contract does not in any way constitute an employment contract and does not give any right with regard to access to the tenured positions at the University.

No communication shall be sent to any other candidates, who will be able to find out the results of the selection procedure from a Decree approving the procedure acts, published on the University website ([www.unicam.it](http://www.unicam.it)) in the "Selection Procedures" section, and in the UNICAM online notice board (<https://titulus-unicam.cineca.it/albo/>).

## **Art. 5 Conferral of the research grant**

The conferral of the grant is formalised by deliberation of the Director General.

The grant shall be effective from the first day of the month following the Rector's Decree approving the selection procedure documents, unless there is a subsequent starting date resulting from the programs of the research structure and from agreements between the parties.

The research activity must be continuous. The methods of carrying out the research are governed by the organisational provisions in force at the School.

The grant is normally paid in deferred monthly instalments.

Accident insurance coverage is guaranteed to grant holders, in accordance with current legislation.

## **Art. 6 Renewal**

The research grant, subject to a reasoned request from the Head of Research Project, approved by the School Council, can be renewed in compliance with the maximum limit of 36 months: however, the duration of the renewal can never be less than one year,

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### **Art. 7**

#### **Incompatibility, rights and duties**

Incompatibility, rights and duties are established in Articles 8 and 9 of the Research Grant Regulations available on the website of the University of Camerino at: <https://www.unicam.it/ateneo/regolamenti-cat>.

### **Art. 8**

#### **Head of the Research Project**

Head of the Research Project is a Full Professor or Senior Researcher, under whose guidance and direction the research activities envisaged by the grant are carried out.

### **Art. 9**

#### **Restitution of qualifications and publications**

Candidates may request, within six months from the completion of the selection procedure, except in case of ongoing legal disputes, restitution of their academic qualifications and any publications sent to the University of Camerino. They may do it by personally going to the Division of Human Resources, Organisation and Development [Area Persone, Organizzazione e Sviluppo] of the University of Camerino, Via Gentile III da Varano 62032 Camerino (MC), or by drafting a proper request for the restitution of documents.

After the above deadline, the University shall not be in any way held responsible for the aforementioned publications.

### **Art. 10**

#### **Personal data processing**

The personal data transmitted by the candidates within the applications for participation in the selection procedure, pursuant to EU Regulation 2016/679, will be processed exclusively for the purposes of this selection procedure, and of assignment procedures for the grants in question, if any.

### **Art. 11**

#### **Public access to official records**

In application of the transparency obligations, pursuant to Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, **this Notice of the Selection Procedure, the list of candidates with the related curricula, the Decree appointing the Selection Committee, the minutes of the meetings, and the outcome of the aforementioned selection procedure** will be published on the University website, at: <http://www.unicam.it/bandi>.

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This Notice of Selection Procedure is also published on the UNICAM online notice board (<https://titulus-unicam.cineca.it/albo/>), on the website of the Ministry of University and Research <http://bandi.miur.it>, on the EU website <http://ec.europa.eu/euraxess>, and in other ways that ensure international dissemination.

### **Art. 12**

#### **Note on the application of the legislation regarding the prevention of corruption.**

The University of Camerino, pursuant to Law No. 190 of 06 November 2012, containing “Provisions for the prevention and suppression of corruption and illegality in the public administration”, has adopted its three-year plan for the prevention of corruption, which is published on the University website in the transparent Administration section. Any reports relating to anomalies found in the completion of the procedure referred to in this Notice may be sent to the Head of Corruption Prevention, General Manager Mr. Vincenzo Tedesco, to the following e-mail address: [direzione.generale@unicam.it](mailto:direzione.generale@unicam.it), or using the protected reporting procedure, to the following address: <http://www.unicam.it/amministrazionetrasparente/segnalazione-di-condotte-illecite-whistleblowing>

### **Art. 13**

#### **Person in charge of the Procedure**

Person in charge of the procedure referred to in this Notice, is Ms. Anna Silano, phone: (+39) 0737.402024 e-mail: [anna.silano@unicam.it](mailto:anna.silano@unicam.it).

For any information, please refer to Ms. Tiziana Paniccià Lambertucci, phone: (+39) 0737.402862; e-mail: [tiziana.paniccia@unicam.it](mailto:tiziana.paniccia@unicam.it).

THE RECTOR  
Prof. Claudio Pettinari



Annex "1"

**To:** The Rector of the University of Camerino  
Via D'Accorso No. 16  
University Campus  
62032 CAMERINO (MC)

The undersigned ....., born in ..... (Province of .....), on ....., citizenship ....., and residing in ..... (Province of .....), Street Name ....., Street Number ....., ZIP Code .....

is applying for participation in the public Selection procedure for the conferral of a research grant at this University, for the following Academic Discipline: .....; Academic Recruitment Field .....; Research Project Name .....; School of .....; Head of Research .....

To this end, the Undersigned, assuming full responsibility (pursuant to Art. 76 Presidential Decree No. 445/2000), declares the following:

- 1) to hold the citizenship of ..... (a);
- 2) to be registered in the electoral register of the Municipality of (b) ..... (for Italian citizens only);
- 3) to have no criminal convictions, or any pending criminal proceedings (c);
- 4) to be in possession of the following degree (bachelor / master's) ....., awarded on (date) ....., by the University of .....
- 5) to be in possession of the PhD degree in ....., awarded on (date) ....., by the University of ..... administrative premises of the PhD degree program;
- 6) to hold no other scholarship, fellowship or research grant, and undertaking to renounce them in case of becoming successful candidates in this selection procedure;
- 7) to be domiciled in ..... (City, Street, Street No., and ZIP Code), Phone No. ....., E-mail: .....
- 8) (for foreign citizens only); please see (d);
- 9) to be holder of the following tax identification code: .....
- 10) to authorise the University of Camerino to publish their curriculum vitae on the University website;
- 11) to have no degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School publishing the proposal for the activation of the contract, or with the Rector, Director-General, or a member of the University's Board of Governors;
- 12) check the appropriate box and fill-out:  
 to never have been awarded a research grant, conferred pursuant to Art. 22 of Law No. 240/2010  
 to have been awarded a research grant, pursuant to Art. 24 of Law No. 240/2010, for ..... months (in numbers and words);
- 13) check the appropriate box and fill-out:



- to never have been a holder of a contract for a fixed-term researcher, pursuant to Art. 24 of Law No. 240/2010
- to have been a holder of a contract for a fixed-term researcher, pursuant to Art. 24 of Law No. 240/2010, for ..... months (in numbers and words);

14) check the appropriate box and fill-out:

- to have no ongoing permanent / fixed-term working relationship, with a public or private institution, including part-time contracts;
- to have an ongoing permanent / fixed-term working relationship, with a public or private institution, and therefore, in case of becoming a successful candidate in this selection procedure, to request unpaid leave from that institution or to resign from that position.

Attachments to the Application form:

- 1) Two signed paper copies of curriculum vitae (an electronic copy of the curriculum, omitting the personal data, pursuant to Art. 4, paragraph 3 of Legislative Decree No. 33/2013, must also be sent in PDF format to the following e-mail address: [anna.silano@unicam.it](mailto:anna.silano@unicam.it) or [tiziana.paniccia@unicam.it](mailto:tiziana.paniccia@unicam.it))
- 2) All documents and qualifications deemed relevant for the purposes of the procedure, and a list of the same (publications, degree thesis, courses, various diplomas, etc.);
- 3) Photocopy of a valid identity document;  
Photocopy of a document showing personal tax identification code;

Signature: ..... (e)

(Doesn't have to be authenticated)

- 
- (a) Specify your citizenship (Italian or foreign Country);
  - (b) In case of non-registration or cancellation from the electoral register, specify the reasons for the same;
  - (c) If that is not the case, please specify any criminal convictions;
  - (d) To enjoy the civil and political rights in the Country of origin or provenance, or the reasons for the non-enjoyment of those rights;
  - (e) Place your signature at the bottom of the application form; it doesn't have to be authenticated by any public official.



Annex “2”

DECLARATION IN LIEU OF CERTIFICATION  
(Art. 46 of Presidential Decree No. 445 of 28 December 2000)

The Undersigned,

LAST NAME \_\_\_\_\_

(for female applicants, please indicate the maiden name)

NAME \_\_\_\_\_

TAX CODE \_\_\_\_\_

BORN IN \_\_\_\_\_ PROVINCE \_\_\_\_\_ ON \_\_\_\_\_

GENDER \_\_\_\_\_

CURRENTLY RESIDING IN \_\_\_\_\_ PROVINCE \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

aware that making false statements, uttering forged instruments, or making use of the same, is punishable as a felony, pursuant to Articles 75 and 76 of Presidential Decree No. 445/2000),

DECLARES:

to be in possession of:

- University Degree (Master's / Specialist / Old System) in: \_\_\_\_\_

obtained from the University of \_\_\_\_\_

on \_\_\_\_\_

- PhD Degree in: \_\_\_\_\_

obtained from the University of \_\_\_\_\_

on \_\_\_\_\_

- a foreign degree: \_\_\_\_\_

obtained from the University of \_\_\_\_\_

on \_\_\_\_\_

Place and Date: .....

Declarant: \_\_\_\_\_

Note: The regulations indicated are applicable to Italian citizens and to citizens of the European Union.

**Administration**  
[www.unicam.it](http://www.unicam.it)  
TAX CODE: 81001910439  
VAT No. 00291660439  
[protocollo@pec.unicam.it](mailto:protocollo@pec.unicam.it)

**Division of Human Resources, Organisation and Development**  
Via Gentile III Da Varano  
62032 Camerino (MC)  
Tiziana Paniccià Lambertucci  
[tiziana.paniccia@unicam.it](mailto:tiziana.paniccia@unicam.it)  
Tel. +39.0737402862



Annex “3”

DECLARATION IN LIEU OF AFFIDAVIT  
(Articles 19 and 47 of Presidential Decree No. 445 of 28 December 2000)

The Undersigned,

LAST NAME \_\_\_\_\_

(for female applicants, please indicate the maiden name)

NAME \_\_\_\_\_

TAX CODE \_\_\_\_\_

BORN IN \_\_\_\_\_ PROVINCE \_\_\_\_\_ ON \_\_\_\_\_

GENDER \_\_\_\_\_

CURRENTLY RESIDING IN \_\_\_\_\_ PROVINCE \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

aware that making false statements, uttering forged instruments, or making use of the same, is punishable as a felony, pursuant to Articles 75 and 76 of Presidential Decree No. 445/2000),

DECLARES:

that what is reported in the attached curriculum is true and correct;

that the publications listed below and attached to the submitted application conform to the originals:

\_\_\_\_\_  
\_\_\_\_\_

Place and Date: .....

Declarant: \_\_\_\_\_

Note: The regulations indicated are applicable to Italian citizens and to citizens of the European Union.

**Administration**  
[www.unicam.it](http://www.unicam.it)  
TAX CODE: 81001910439  
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[protocollo@pec.unicam.it](mailto:protocollo@pec.unicam.it)

**Division of Human Resources, Organisation and Development**  
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Tel. +39.0737402862