



Prot.37/22

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**SELECTION PROCEDURE N. 5/2022 FOR 1 TEMPORARY RESEARCH
ASSOCIATE POSITION ("Assegno di Ricerca") Cat. B type 1**

THE DIRECTOR

Having regard to Law n. 168, dated 9th May 1989;
Having regard to art . 22 of Law n. 240, dated 30th December 2010;
Having regard to the University Statute;
Having regard to the regulations for assigning temporary research associate positions ("assegni di ricerca") laid down in D.R. n. 427 dell'11.02.2021 prot. 11083;
Having regard to D.M. n.102 dated 09.03.2011 fixing the amount 19.367,00, excluding the costs to be paid by the Administration, as annual minimum gross salary for temporary research associate positions ("assegni di ricerca"), granted according to the Law 240/2010;
Having regard to the decrees of the Academic Senate and of Board of Directors of 12.04.2011 and of 19.04.2011, respectively;
Having regard to the resolution of the Department Council, dated 17.09.2021 which approved the publication of a selection procedure for a temporary research associate position - cat. B type 1 Scientific Sector BIO/03 - SC 05/A1 at the Department Of Environmental;
Having regard to the availability of funds obtained through the Research Project "Archeo-Cuba" granted by Italian Agency for Development Cooperation Responsible Scientist: Prof. Fabio Attorre
Verified the administrative-managerial regularity by the Department's Chief Administrative Officer;

ANNOUNCES

Art. 1 - Research Project

There will be a public selection procedure based on qualifications and an interview for the assignment of 1 temporary research associate position ("assegno di ricerca") in the Department of Environmental Biology – Sapienza - University of Rome, for research activity Category B – Type I for a period of 1 year.

Research Project: "Archeo-Cuba" research title: Development of a naturalistic restoration project for two archaeological sites in Havana and Matanzas (Cuba) - Scientific Sector: BIO/03- SC 05/A1 to be performed in the Department of Environmental Biology of Sapienza - University of Rome.

**Art. 2 - Duration/renewal of the temporary research associate position –
"assegno di ricerca" and salary**

The contract will be for a period of 1 year and is renewable, as stated in art. 22, par. 3 of the 240/2010 Law. The overall period of the contract, including possible renewals, cannot in any

case be longer than 6 years, according to the art. 22, par. 3 of the 240/2010, excluding periods coincident with the PhD studies, the latter for a period non exceeding the legal duration of the study program.

The gross salary, as stated by section 3.2 of Rules and Regulations, is € 19.367,00 /year and will be paid in monthly installments. The payments are subject to the fiscal conditions of art. 4 of Law 476/1984 and subsequent modifications and integrations, as well as to art. 2 par. 26 and of Law 335/1995 and subsequent modifications. Regarding mandatory maternity leave, the conditions of the Ministry of Labor Decree dated 12/07/2007 – G.U. n.247 of 23/10/2007 will be applied. Sick leave will be governed by art.1, par.788 of Law 296/2006 and successive modifications. The Department guarantees equal rights and opportunities for men and women for the contracts and the protection of personal data privacy according to current legislation.

Art. 3 - General Requirements

Eligible candidates must have a scientific-professional curriculum suitable for carrying out research activities can participate in the selection, with the exclusion of permanent staff of the subjects referred to in art. 22, paragraph 1, of Law 240/2010.

The PhD degree or equivalent qualification obtained abroad or, for the sectors concerned, the title of specialization in the medical area together with an adequate scientific production, still constitute a preferential title.

The selection can not include those who have a degree of kinship or affinity, up to the fourth degree included, or a relationship, with a professor belonging to the Department of Environmental Biology or with the Rector, the General Manager or a member of the Council of University Administration.

Non-Italian citizens from EU countries must hold a qualification recognized as equivalent on the basis of international agreements, or as described by art. 332 of the "Testo Unico" dated 31/8/1993, n. 1592. This equivalence should be demonstrated by suitable certification issued by the competent authorities.

Alternatively qualifications obtained abroad that are not considered equivalent, according to the current legislation, will be evaluated by the selection committee only for the aims of this selection and should be translated, legally certified and have a declaration of value issued by the appropriate Italian diplomatic Authorities and attached to the application, also as photocopies.

It 'also required the knowledge of English language

Candidates should have these requisites before the deadline for the submission of the applications

Art.4 –Applications and deadlines

Applications, on plain paper, should follow the structure of **Appendix A**, be signed by the applicant, and sent by email to: ammdba_pec@cert.uniroma1.it within the deadline of **30** days starting from the day after publication of this notice following the guidelines given in this document.

Candidates must indicate an e-mail address to which all communications, including the invitation to the interview, will be sent. Any change of the address should be immediately communicated to the Department of Environmental Biology.

If the deadline is on a holyday, it is automatically moved to the next working day.

The Administration will not take any responsibility if the candidate is not reachable or for late or lost mail due to changes of email address, late or wrong communication of the email address by the candidate.

Applicants must state, under their own responsibility and liability, the following facts. Failure to do so will result in exclusion from the selection procedure.

- surname and name;
- date and place of birth;
- residence;
- citizenship;
- possession of political rights;
- a declaration that the candidate does not have any criminal record nor is currently under any criminal prosecution; should there be a criminal record or prosecution, the candidate must report it, together with the date of any sentence passed and the legal authority that passed it;
- Master degree with grades, as well as the date and the University that granted the degree;
- equivalence of the titles, if obtained abroad /declaration of value of qualifications if not considered equivalent;
- to have a scientific and professional curriculum vitae dated and duly signed;
 - PhD degree in or equivalent title granted in Italy or abroad or a CV demonstrating extensive research record such as faculty positions in Universities, Research bodies, Applied research Institutions, private or public, abroad or, for non faculty positions, in Italy;
- to carry out the following working activity at (specify the employer if a public institution or a private company and typology of contract).....;
- Not to be a relative of any Professor of the Department of Environmental Biology (up to 4th degree included) or of the Rector, General Director, or any member of the Administrative Council of the University.

The application should include, if this is the case, a declaration of the enrolment in a PhD school without grant and/or of any activity performed as “assegnista di ricerca” (**Attachment B**), a photocopy of an identification document and everything listed in art. 5 of this document.

Art. 5 - Qualifications and CV

In the application, candidates must include the following items in PDF format:

1. substitute declaration of certification pursuant to art. 46 DPR 28 december 2000 n. 445 to certificate of their Master degree with the final grade and with the grades of the individual exams;
2. substitute declaration of certification pursuant to art. 46 DPR 28 december 2000 n. 445 of Possible PhD degree certificate or, for the relevant sectors, the specialization diploma or equivalent title even if obtained abroad.

3. substitute declaration of certification pursuant to art. 46 DPR 28 december 2000 n. 445 of documents and qualifications deemed useful for the selection procedure; (diplomas of specialization, certificates of attendance to post-graduate, advanced courses in Italy or abroad, grants or research assignments both in Italy and abroad);
4. curriculum of their scientific and professional activity dated and duly signed;
5. possible scientific publications;
6. English (Italian language for foreigners) language spoken and written;
7. a photocopy of an identification document

It is possible to include in the application, in place of the original qualifications listed above, an authenticated copy of the same or a copy declared to be in conformity with the original by a declaration, in substitution of a notarized act, according to art. 46 and 47 of D.P.R. n. 445, dated 28/12/2000.

With reference to the publications considered relevant for this selection procedure, candidates must include a declaration, in substitution of a notarized act, certifying that the copies are in conformity with the originals, according to art.47 del D.P.R. n. 445, dated 28/12/2000.

Titles/qualifications written in a foreign language must be presented with a translation in Italian that must be certified by the competent Authority as being in conformity with the original text.

No such certified translation is required for titles/qualifications written in English.

Foreign citizens resident in Italy can self-certify the above as far as situations, facts, or personal qualities that can be certified or supported by public officials or private Italian citizens are concerned (art. 3 DPR 445/2000).

Foreign citizens who are not resident in Italy cannot use self-certification in any way .

Within 3 months from the conclusion of the selection procedure, the candidates must take action to collect the originals/copies of the qualifications and publications presented (at their own expenses). After this deadline, the Department of Environmental Biology will not be responsible of storing these documents.

Art. 6 – Selection procedure

The Committee will decide how to assign the scores in percent; the scoring system adds up to 100/100, and will take into account, appropriately weighted:

- PhD degree (if you have);
- the Master degree grade;
- scientific publications;
- diplomas of specialization and certificates of attendance at post-graduate courses according to their relevance to the research to be carried out;
- other activities carried out under contract, study grants or posts within National or International Research Agencies; the dates and periods of service must be certified in detail as well as the activity conducted.
- interview.

The results of the assessment of the qualifications will be made known to the candidates prior to the interview by communicating to the e-mail address indicated in the application for participation in the selection.

Any interview can be carried out electronically (teleconference), guaranteeing in any case the transparency of the procedures.

Art. 7 – Interview

The selection procedure includes an interview that will focus on the program indicated in art. 1 of this call and the English language test;

Notification of the interview will be given to individual candidates using the e-mail address provided in the application or by registered post at least 20 days before the interview, unless written withdrawal from the selection is given by candidates.

This notice is equivalent to notification in all respects regarding the candidates and therefore will not be given again in any other communication.

For the interview, candidates need to show a valid Identification document.

During the interview, the Committee will verify the ability of the candidate to deal with the subject of the project. The interview will be held in a room open to the public or even via Skype if successful applicants have foreign residence.

At the end of each step of the selection process, the Committee will make the results public.

Art. 8 – Committee

The examining Committee will be nominated by the Director of the Department Of Environmental Biology, following the decision of the Council of the Department. It will consist of three members: a full Professor, who will act as President and two members selected from the “Sapienza” Professors or Researchers (also fixed terms) or Researchers from Research Institutes having an official agreement with the Sapienza University. One of these will act as the Secretary of the committee. All Commissioners must belong to the competitive sector or the scientific-disciplinary subject of the selection field. The decision of the committee is final.

Art. 9 – Procedure results

The Committee, in the first meeting, will establish the criteria to be used for the evaluation and scoring of the qualifications and of the interview, formally ratifying them in a report. The final marks are obtained by summing the scores of the qualifications and of the interview.

The ranking will list the final marks for each candidate in decreasing order.

The Director of the Department approves the results established by the Commission. The results will be publicized on the web sites of the Department Of Environmental Biology and of the University and notifies the candidates. If she or he will not accept the position or will resign, the position will be offered to the next ranked candidates.

Candidates who will not declare their acceptance of the contract or who will not start their activity within the established deadline will be disqualified. Requests of delaying the beginning of the contract will only be accepted when due to certified health problems, obligatory maternity leave or by proven force majeure.

Art. 10 - The Temporary Research Associate Contract – “Assegno di Ricerca”

The temporary research associate position – “assegno di ricerca” will take the form of a

temporary contract drawn up under civil law. This temporary, fixed-term contract does not, in any way, represent a permanent contract of dependent work and does not give any right to permanent positions within the University.

According to articles 46 and 47 of D.P.R. n. 445 dated 28/12/2000, the winning candidate must produce, within 30 days of being notified of the granted "assegno di ricerca", a declaration on plain paper, stating:

- a) date and place of birth;
- b) citizenship;
- c) possession of political rights in his/her country;
- d) freedom from any criminal convictions or current criminal proceedings.

Regarding points b) and c), the declaration must indicate that the candidate had the requisites already at the date of the application deadline for the selection process.

The winning candidate will be required to make a substitutive declaration of a notarized act stating the authenticity of the qualifications presented. In the absence of this substitutive declaration of a notarized act, the winning candidate must present the originals or provide the necessary stamp duty to render the documents acceptable, according to Law n. 370, dated 23/8/1998.

The Administration reserves the right to verify the truth and authenticity of the produced declarations; in case of false declarations, the proceedings laid down in art. 75 and 76 of D.P.R. n. 445, dated 28/12/2000.

On the day of enrolment, the Director of the Department will communicate to the grantee the Scientist Principal Investigator.

The grantee must also comply with the requirements described in the University Regulations issued with D.R. n. 896 on 28/3/2011 for awarding temporary research associate positions – "assegni di ricerca", a copy of which will be provided.

Art. 11 – Rights and duties

Grantees must carry out their research activity within the research programs approved by the Department to which they belong; their duties should be related to research and not be limited to technical support. Grantees can collaborate to research activities of students who are working on their Master thesis; can participate to seminars and practices for students and be part of exam committees as experts.

To perform their research activities, grantees can take advantage of the instrumentations of the Department where they work and of all the services available to researchers according to the current legislature and to the Department rules.

If explicitly authorized by the Scientific Principal Investigator to travel, the grantee will be reimbursed expenses according to the current legislature.

Grantees are required to provide the Department where they work with a written yearly report of their research activity, together with a written evaluation of their activities by the Scientific Principal Investigator.

The research activity can be partially performed in a different University of Research Institution in Italy or abroad, provided this is coherent with the program and objectives of the assigned research activities; the period abroad must be explicitly authorized by the Department in advance following a motivated request by the Scientific Principal Investigator.

Art.12 –Incompatibility

The temporary research associate position “assegno di ricerca” may not be combined with a taxable income staff annual gross of employees, as defined by art. 49 of the TUIR – title I Chapter IV, more than 16,000 Euro.

The temporary research associate position “assegno di ricerca” cannot be combined with other grants or fellowships intended for similar purposes, with the exception of those assigned by national or foreign institutes to integrate, during stages abroad, the research activity of the selected candidate.

Grantees cannot enroll in Degree Courses, Master degrees, PhD or specialization schools with fellowships, in Italy or abroad, University post-graduate Masters.

The temporary research associate position “assegno di ricerca” can be granted to Public employees, if they are on unpaid leave during the period of the contract.

The temporary research associate position “assegno di ricerca” is personal. The selected candidates can conduct free-lance work, provided that written notice is given to the Department in advance and that the activity is recognized by the Department as compatible with the funded research activity; that there is no conflict of interest with the specific research carried out by the selected candidate for the University; that the University reputation is safeguarded at all times. The Responsible Scientist and the selected candidate must declare that they do not have a professional relationship.

Grantees who want to work or continuing working in unpaid activities in voluntary associations or non-profit cooperatives or cultural Institutions can do so, provided that they comply with all their research duties.

The activity is suspended in cases of obligatory leave for maternity, parental leave and illness and it can be extended, according to the current legislation. Authorized leave periods shorter than 30 days in a year are not considered suspensions.

Art.13 - Personal data treatment

Pursuant to and for the purposes of the European Regulation 2016/679 GDPR (General Data Protection Regulation), the following is specified:

- The Data Controller is the Rector of Sapienza - University of Rome;
- The University Data Protection Officer (DPO) is the pro-tempore Director of the Institutional Affairs Area;
- Pursuant to national and regulatory legislation concerning the conduct of selections, the processing of the data referred to in this deed is functional to the access of the interested parties to the roles provided by the University notices by ascertaining the existence of the requirements required for the fulfillment of the selection;
- The data, not subject to an automated decision-making process, are stored indefinitely over time and processed exclusively for institutional purposes, with automated, electronic and paper tools, adopting specific security measures to prevent loss, illicit or incorrect use and unauthorized access authorized, are communicated, for the performance of the specific competences foreseen by the current legislation, to the members of the examining commission.

Art. 14 - Contract resolution

A procedure for resolution of the contract of a grantee is started when, after having started his activity, does not continue it regularly and without interruptions for the whole period without justified motivation, or who will be responsible of severe failures or defaults. The procedure is initiated following the request of the Scientific Principal Investigator and approved by the Department Council.

Causes for resolution of a contract are:

- Failure to start the activities or unjustified delay in starting the;
- Unjustified suspension of the activity for a period that jeopardizes the research program;
- Violation of the incompatibility rules as stated in art. 6 if repeated after a first warning
- Negative evaluation of the Department Council or of the Administrative and managerial body of the same Department.

Art. 15 - Making the selection procedure public

This selection procedure will be made public by posting it on the websites of the University: <https://web.uniroma1.it/trasparenza->, MIUR: <https://ateneo.cineca.it/bandi> and the European Union: <http://ec.europa.eu/euraxess>.

What is not explicitly stated in this notification, is regulated by current laws.

According to article 13 of the law. 196/2003, Sapienza is the owner of the processing of the data and the same treatment will be made in respect of the aforementioned Legislative Decree 196/2003 for the purpose of satisfying the requirements of publication in art. 15 of Legislative Decree no. 33/2013.

Art. 16 - Responsible for the procedure)

Responsible for the procedure subject of the call is carlotta.forcesi@uniroma1.it at the Administration of the Department of Environmental Biology.

Rome, 12.01.2022

Signed
THE DIRECTOR
Prof.ssa M. Maddalena Altamura



APPENDIX A

EXAMPLE OF THE APPLICATION TO BE SENT ON PLAIN PAPER BY E-MAIL

To the Director of the
Department Of Environmental Biology
Sapienza – Università di Roma
Piazzale Aldo Moro 5
00185 ROMA
MAIL: bandiselezione-dba@uniroma1.it

I, the undersigned, born in
..... state on, resident in

.....
Street ZIP code

asks to take part in the selection procedure, via qualifications and interview, for the
temporary research
associate position – “Assegno di Ricerca” (n. 1), Research Project

.....
Scientific Sectorin the Department Of Environmental Biology”,
Sapienza, University of Rome. Selection Procedure n. 07/2011

To this end, according to articles 46 and 47 of D.P.R. n. 445, dated 28/12/2000, and being
fully aware that

false declarations are punished under Criminal Law and by specific laws, I declare that I:

1) graduated in (Master degree) (Univ.)

2) hold a PhD degree in (Univ.)..... or,

for the appropriate sectors, to have a medical specialization Diploma and of an adequate
scientific productivity, or to be a researcher with extensive experience also because has held
the following previous faculty positions in Universities, research bodies, Applied research
Institutions, public or private, abroad or, for non permanent
positions, in Italy

3) am a citizen of

4) enjoy political rights;

5) he had never been convicted of criminal offenses and not having pending criminal
proceedings and administrative services for the implementation of security measures or
prevention , or to have on your own criminal record registrable in the criminal records
pursuant to art . 686 of the Code of Criminal Procedure.

Otherwise , indicate the date of the order and the court that issued it (also indicate whether
any amnesties , pardons , amnesty judicial , not mention etc .) And / or criminal
proceedings

6) not to accumulate taxable income Gross annual salaried employment , as defined by art .
49 of the Income Tax Code Title I, Chapter IV , exceeding Euro 16,000.00 ;

7) am not the recipient any other fellowship of any sort or that I am prepared to renounce
to such grant should I be selected in this procedure; am not enrolled in any degree course,
Mater course, PhD school or specialization school with a fellowship in Italy or abroad, in
University post-graduate Masters;

- 8) am not a member of staff of bodies listed in art. 22, comma 1, of Law 240/2010;
- 9) to carry out the following working activity at (specify the employer if a public institution or a private company and typology of contract).....;
- 10) not to be a relative of any Professor of the Department Of Environmental Biology (up to 4th degree included) or of the Rector, General Director, or any member of the Administrative Council of the University.
- 11) want to receive notifications regarding this selection procedure at the following e-mail address

.....

According to the Law n. 104, dated 5/2/1992 disabled candidates should make a specific request if assistance is needed to take part in the interview.

I, the undersigned, include in this application (in PDF format):

- 1) copy of a valid identification document
- 2) declaration of the enrolment in a PhD program without fellowship and/or activity as "assegnista di ricerca", when this is the case (Appendix B);
- 3) Documents and certificates that are considered relevant to the competition (specialist diplomas , certificates of attendance of post-graduate courses in Italy or abroad , scholarships or research appointments achieved both in Italy and abroad);
- 4) CV of my scientific and professional activity dated and signed;
- 5) Scientific publications.

In addition, I consent that my personal information can be handled, for the purposes for this procedure according to D. Lgs. n. 196/2003,

Date Signed.....

(Not requiring authenticity certificate, art, 39 of the D.P.R. 28.21.2000 no. 445)



APPENDIX B
SUBSTITUTIVE DECLARATION OF CERTIFICATION
(ART. 46 D.P.R. n. 445, DATED 28/12/2000)

I, the undersigned born on in
..... (state) tax code identification,
fully aware
of the penal sanctions in the case of false declarations and false documents, art. 76 D.P.R. n
445, dated
28/12/2000 and according to art. 22 of Law 240/2010

DECLARE

☉ to be enrolled in the Phd program without fellowship from
.....to.....

(total months/years) by

☉ to have received temporary research associate positions “assegni di ricerca” according to
the law
240/2010:

from to (total months/years
.....)

by

from to (total months/years
.....)

by

from to (total months/years
.....)

by

☉ I have never received research temporary research associate positions “assegni di ricerca”
according to
the law 240/2010;

☉ to have been Research Assistant (fixed term) according to art. 24 of the Law 240/2010:

from to (total months/years
.....)

by

from to (total months/years
.....)

by

☉ to have never been Research Assistant (fixed term) according to art. 24 of the Law 240/2010
Indicate leave of absence periods for maternity leave or illness according to the current
legislature:

.....

In addition, I declare to be informed, according to D. Lgs. n. 196/2003, that my personal
information will be handled, also via electronic storage and transfer, exclusively for the
purposes for which this declaration has been made.

I declare that I have read and accept the rules of the employees of Sapienza.
(<http://www.uniroma1.it/sites/default/files/DR1528-2015-CodiceComportamento.pdf>)

Place and date (SIGNATURE)



Appendix B1

DECLARATION

I declare that I have read and accept the rules of the employees of Sapienza.
(<http://www.uniroma1.it/sites/default/files/DR1528-2015-CodiceComportamento.pdf>)

Place and date (SIGNATURE)