

**SELECTION PROCEDURE FOR TEMPORARY RESEARCH
ASSOCIATE POSITION (“Assegno di Ricerca”)
Cat.B type I - SSD MED/04
Code: 3/2013**

THE DIRECTOR

Given Law no. 168, dated 30th December 2010;
Given art. 22 of Law no. 240, dated 30th December 2010;
Given the University Statute;
Given 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;
Given the regulations for assigning temporary research associate positions (“assegni di ricerca”) laid down in D.R. no. 4108, dated 19th November 2012;
Given the resolution of the Department Council of February 25th, 2013;
Given the availability of funds obtained through the project “Information and training activity on occupational carcinogenesis” supported by INAIL –PMS 45/07 – Principal Investigator Prof. Silverio Tomao;

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 Medico-surgical Sciences and Biotechnologies – Sapienza - University of Rome, for research activity Category B – Type I for a period of 1 year.

Research Project: Regulation of molecular pathways by occupational pollutants in pediatric tumors”.
Scientific Sector: MED/04 to be performed in Department of Medico-surgical Sciences and Biotechnologies – 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 with the same subject, 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 4 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 is € 19.367,00 /year and will be paid in monthly instalments. 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 Labour 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 possession of the scientific - professional curriculum suitable for the conduct of research, excluding those listed in art. 22 comma 1, of the Law 240/2010.

PhD degree or equivalent qualifications obtained abroad together with scientific production will be considered preferential.



Non-Italian citizens from EU countries must hold a qualification recognised 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.

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

Art.4 –Applications and deadlines

The application, on plain paper, should follow the structure of **Appendix A**, be dated and signed by the applicant, and **sent only by email to** BandiDSBMC@uniroma1.it within and not after **twenty** days starting from the day after the publication, following the guidelines given in this document specifying in the object of the mail: *code: 3/2013*, otherwise the candidate would be excluded by the selection procedure.

.pdf documents must be collected and compressed in a zip.folder. Since the mail server of the Department does not accept attachments with size bigger than 15Mb, just in case the zip.folder were bigger than that size, the documents must be collected in more than one single.zip folder, and more than one e-mail must be sent to the above address, after suitably enumerating.

Candidates must indicate an e-mail address to which all communications will be sent. Any change of the address should be immediately communicated to the Department of Medico-surgical Sciences and Biotechnologies.

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.

Appendix A is a "fac-simile" of the application form (*suggested name:surname_application.pdf*).

Applicants must state, under their own responsibility and liability, the following facts:

- a. surname and name;
- b. date and place of birth;
- c. residence;
- d. citizenship;
- e. possession of political rights;
- f. 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;
- g. Master degree with grades, as well as the date and the University that granted the degree;
- h. equivalence of the titles, if obtained abroad /declaration of value of qualifications if not considered equivalent;
- i. possession of scientific - professional curriculum suitable for the conduct of research.
- j. Not to be a relative of any Professor of the Department of Medico-surgical Sciences and Biotechnologies (up to 4th degree included) or of the Rector, General Director, or any member of the Administrative Council of the University.

The application must 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" (**Appendix B:** *suggested name:surname_B.pdf*), 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 (see **Appendix C**):

- a. Certificate of their Master degree with the final grade and with the grades of the individual exams;
- b. documents and qualifications deemed useful for the selection procedure (diplomas of specialisation, certificates of attendance to post-graduate, advanced courses in Italy or abroad, grants or research assignments both in Italy and abroad);



- c. curriculum of their scientific and professional activity dated and duly signed;
- d. eventually scientific publications.

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.

As stated by the modifications introduced by art. 15, par.1 of Law n.183 of 12.11.2011 to the discipline of certificates and declarations in substitution of notarial acts, contained in the D.P.R. 445/2000, Public Administrations cannot either request nor accept acts or certificates containing information which the P.A. is already in possess of. Therefore, only declarations in substitution of certifications and/or notarial acts which are stated according to articles 46 and 47 of the D.P.R. 445/2000 have value and can be accepted.

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 .

Art. 6 – Selection procedure

This selection process is based on qualifications and interview; the scoring system adds up to 100/100, and will take into account, appropriately weighted:

- the Master degree grade;
- scientific publications;
- diplomas of specialisation 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. They will be posted on the notice-board and on the website of Department of Medico-surgical Sciences and Biotechnologies

Art. 7 – Interview

The selection procedure includes an interview in English/Italian, that will focus on the scientific program, as indicated in art. 1.

The interview will be held on April 19th, 2013 at 2 PM, room “4” – ground floor- Department of Medico-surgical Sciences and Biotechnologies University of Rome "La Sapienza "- Corso della Repubblica, 79 – Latina. This notice is equivalent to notification in all respects regarding the candidates and therefore will not be given again in any other communication about the call for the interview.

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 is public. 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, following the recommendations of the Council of the Department of Medico-surgical Sciences and Biotechnologies. 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. 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 and of the University and notifies the candidates. The highest ranking candidate will need to start his/her contract within 60 days starting from the date of the e-mail communication. 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 23/08/1998.

The Administration reserves, according to articles 43, par. 5,71 and 72 of D.P.R. 28.12.2000, n. 445, and to the modifications given by art. 15 of Law 183/2011, the right to verify the truth and authenticity of the produced declarations of notarial acts; according to articles 46 and 47 of D.P.R. 445/2000.; In case of false declarations, the proceedings laid down in art. 75 and 76 of D.P.R. 28.12.2000, n. 445.

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 – “assegno 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 practicals 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” 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 enrol 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.

Provided that the funded research activity is guaranteed, and in agreement with the Department, the grantees can take part in research and consultancy work for third parties on behalf of the Sapienza University according to art. 66 of D.P.R. 382/80, and can be entitled to related gains according to the regulations governing such work.

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 – 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. 14 - Making the selection procedure public

This selection procedure will be made public by posting it on the notice board of the Department of Medicosurgical Sciences and Biotechnologies, as well as on the Department website and on the websites of the University, MIUR and the European Union.

http://w3.uniroma1.it/dsbmc/assegni_ricerca.html

www.uniroma1.it/organizzazione/amministrazione/ripartizionepersonale/concorsi/assegni/

www.miur.it



<http://ec.europa.eu/euraxess/>

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

Latina, March 26th, 2013

Signed
THE DIRECTOR
Prof. Marella Maroder



Appendix A

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

REMARK: PLEASE WRITE THE SUBJECT MAIL: Concorso per Assegno di Ricerca code

To the Director of the Department of Medico-surgical Sciences and Biotechnologies

I, the undersigned, born in prov., state on, resident in prov. 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), Scientific Sector in the Department of Medico-surgical Sciences and Biotechnologies, Sapienza, University of Rome.

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)
- 3) am in possess of the appropriate scientific and professional curriculum to perform the research activity;
- 3) am a citizen of and in possess of political rights;
- 5) have no criminal convictions and am not involved in current criminal proceedings; OR have a criminal conviction for from date OR being involved in current criminal proceedings
- 6) 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;
- 7) am not a member of staff of bodies listed in art. 22, comma 1, of Law 240/2010;
- 8) not to be a relative of any Professor of the Department of Medico-surgical Sciences and Biotechnologies (up to 4th degree included) or of the Rector, General Director, or any member of the Administrative Council of the University.
- 9) 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;
- 3) substitutive declaration of certification or notarial act of my Master degree with the grades of each exam;
- 4) documents and scientific qualifications which are considered to be useful to the aim of this selection procedure (specialization diplomas, certificates of participation to post-graduates courses, grants, research positions in Italy or abroad, invitations to conferences, list of conferences and seminars performed in Italy or abroad, etc.);
- 5) CV of my scientific and professional activity dated and signed;
- 6) 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
..... (prov) (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.

Place and date

(SIGNATURE)



SUBSTITUTIVE DECLARATION OF CERTIFICATION

(given according and with the consequences of D.P.R. of the 28th of December of 2000, n. 445)
(to be submitted in accordance with article 5 of the notice)

I, the undersigned born on in
..... (prov) (state)
..... tax code identification, fully aware of the penal sanctions in the case of false
declarations and false documents, art. 75 and 76 D.P.R. n 445, dated 28/12/2000 n. 445, in case of
false declaration, false documents or using false documents, incur the penalties called and lose the right
immediately to the fellowship:

DECLARE

1) to have the title of in obtained at

on (state / securities provided / based on the requirements of the call)

or

to have foreign academic degree recognized equivalent.

2) to be in possession of the following additional qualifications and / or professional (give all the necessary
information for a possible review)

3) that the copies for the following titles corresponds to the original (to be filled just in case that photocopies
of original titles are included in the application form)

.....
.....
.....

.....
.....

Place and date

(SIGNATURE)

Information according to D.Lgs n.196/2003

Personal informations will be handled, also electronically, exclusively for the purposes for which this
declaration has been made.