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UNIVERSITÀ
DEGLI STUDI
DI BERGAMO

**PUBLIC COMPETITION BASED ON QUALIFICATION AND EXAMINATIONS, FOR THE POSITION OF no. 1 SECOND-LEVEL TECHNOLOGIST, FULL-TIME BASIS, TO BE HIRED IN CATEGORY D, ECONOMIC POSITION D3, WITH AN EMPLOYMENT CONTRACT OF A SUBORDINATE NATURE FOR A DURATION OF 24 MONTHS, TO SUPPORT THE ACTIVITIES PLANNED WITHIN THE WORK PACKAGES OF THE PROJECT "BAUHAUS4EU ALLIANCE - A EUROPEAN UNIVERSITY FOR RESILIENT, SUSTAINABLE, INCLUSIVE AND BEAUTIFUL REGIONS" (EUROPEAN UNIVERSITIES - ERASMUS+ - GRANT AGREEMENT PROJECT: 101177259 - BAUHAUS4EU - ERASMUS-EDU-2024-EUR-UNIV - Project BAUHAUS4EU2528, CUP code n. F19I24001180002), AT THE UNIVERSITY OF BERGAMO.
SELECTION CODE USBer25TR**

THE DIRECTOR GENERAL

CONSIDERING	Regulation (EU) 2016/679 and Legislative Decree No. 196 of June 30, 2003, "Code regarding the protection of personal data", as last amended by Legislative Decree No. 101 of August 10, 2018;
CONSIDERING	the Constitution of the Italian Republic and, in particular, Articles 3 and 97;
CONSIDERING	Presidential Decree (D.P.R.) No. 686 of May 3, 1957, and subsequent amendments and additions, containing implementing rules of the Consolidated Act of the provisions concerning the statute of civil employees of the State, approved with Presidential Decree No. 3 of January 10, 1957;
CONSIDERING	Law No. 168 of May 9, 1989, containing rules on university autonomy;
CONSIDERING	Law No. 241 of August 7, 1990, "New provisions on administrative proceedings and the right of access to administrative documents", and subsequent amendments and additions;
CONSIDERING	Law No. 104 of February 5, 1992, regulating the assistance, the social integration and the rights of disabled people, and subsequent amendments and additions;
CONSIDERING	Decree of the President of the Council of Ministers (D.P.C.M.) No. 174 of February 7, 1994, "Rules on access for citizens of the Member States of the European Union to positions in public administrations";
CONSIDERING	Presidential Decree (D.P.R.) No. 487 of May 9, 1994, "Rules on access to employment in public administrations and procedures for conducting competitions", and subsequent amendments and additions, as amended by Presidential Decree (D.P.R.) No. 82 of June 16, 2023;
CONSIDERING	Law No. 127 of May 15, 1997, "Urgent measures for streamlining administrative activities and decision-making and control procedures", and subsequent amendments and additions;
CONSIDERING	Law No. 68 of March 12, 1999, containing rules for the right to work of disabled people;
CONSIDERING	Law No. 150 of June 7, 2000, "Regulation of information and communication activities of public administrations";
CONSIDERING	Presidential Decree (D.P.R.) No. 445 of December 28, 2000, "Unified text on administrative documentation", and subsequent amendments and additions;
CONSIDERING	Legislative Decree No. 165 of March 30, 2001, "General rules on the organization of work employed by public administrations", and subsequent amendments and additions;
CONSIDERING	Ministerial Decree (D.M.) No. 270 of October 22, 2004, "Amendments to the regulation containing provisions concerning the didactic autonomy of

	universities, approved by Decree of the Minister of University and Scientific and Technological Research No. 509 of November 3, 1999”;
CONSIDERING	Legislative Decree No. 82 of March 7, 2005, “Digital Administration Code”, and subsequent amendments and additions;
CONSIDERING	Legislative Decree No. 198 of April 11, 2006, “Code of Equal Opportunities between Men and Women, pursuant to Article 6 of Law No. 246 of November 28, 2005”;
CONSIDERING	Decree Law (D.L.) of July 9, 2009, regarding the equivalence of degrees from the old academic system, specialist degrees (LS) under Ministerial Decree (D.M.) 509/99, and master's degrees (LM) under Ministerial Decree (D.M.) 270/04 for the purpose of participating in public competitions;
TAKING INTO ACCOUNT	Presidential Decree (D.P.R.) No. 189 of July 30, 2009, “Regulation concerning the recognition of academic qualifications, pursuant to Article 5 of Law No. 148 of July 11, 2002”, and in particular, Article 2, “Recognition of foreign academic qualifications for access to public competitions”;
CONSIDERING	Legislative Decree No. 66 of March 15, 2010, “Military Code”, and subsequent amendments and additions, particularly Articles 678 and 1014, concerning reserved positions in public competitions for the hiring of non-managerial staff in public administrations;
CONSIDERING	Law No. 240 of December 30, 2010, “Provisions on the organization of universities, academic staff, and recruitment, as well as delegation to the Government to promote the quality and efficiency of the university system”;
CONSIDERING	Law No. 183 of November 12, 2011, “Provisions for the formation of the annual and multi-year budget of the State (Stability Law 2012)”, and in particular, Article 15, which contains “Rules on certificates and self-declarations and prohibition of introducing, in the transposition of European Union directives, additional requirements compared to those provided for by the directives themselves”;
CONSIDERING	Legislative Decree No. 49 of March 29, 2012, “Discipline for the planning, monitoring and evaluation of budget and recruitment policies of universities, in implementation of the delegation provided for by Article 5, paragraph 1, of Law no. 240 of December 30, 2010 and for the achievement of the objectives set out in paragraph 1, letters b) and c), according to the regulatory principles and directive criteria established in paragraph 4, letters b), c), d), e) and f) and paragraph 5”;
CONSIDERING	Law No. 190 of November 6, 2012, “Provisions for the prevention and repression of corruption and illegality in public administration”;
CONSIDERING	Law No. 215 of November 23, 2012, and subsequent amendments and additions, containing provisions on equal opportunities in the composition of competition boards in public administrations;
CONSIDERING	Legislative Decree No. 33 of March 14, 2013, “Reorganization of the regulations concerning the obligations for publicity, transparency and dissemination of information by public administrations”, and subsequent amendments and additions, and, in particular, Article 19 concerning competition notices;
CONSIDERING	Law No. 97 of August 6, 2013, “Provisions for the fulfillment of obligations arising from Italy's membership to the European Union – European Law 2013”, and, in particular, Article 7, which modifies the regulations regarding access to jobs in public administrations;
CONSIDERING	Article 18, paragraph 4 of Legislative Decree No. 40 of March 6, 2017, as amended by Article 1, paragraph 9-bis of Law Decree (D.L.) No. 44 of April 22, 2023, converted with amendments by Law No. 74 of June 21, 2023, subsequently amended by Article 4, paragraph 4 of Law Decree (D.L.) No. 25 of March 14, 2025, converted with amendments by Law No. 69 of May 9, 2025,

	concerning the reserve of positions in favour of voluntary operators who have concluded the Universal Civil Service or the National Civil Service without demerit, referred to in Law No. 64 of March 6, 2001;
CONSIDERING	Law No. 56 of June 19, 2019, and, in particular, Article 3, paragraph 8, which provides that, in order to reduce access times to public employment, until 31 December 2025, public competitions announced by public administrations referred to in Article 1, paragraph 2 of Legislative Decree 165/2001, and the consequent hires can be made without the prior carrying out of the procedures provided for by Article 30 of the same Legislative Decree 165/2001;
CONSIDERING	Article 3 of Decree Law (D.L.) No. 80 of June 9, 2021, converted with amendments by Law No. 113 of August 6, 2021, "Urgent measures to strengthen the administrative capacity of public administrations functional to the implementation of the National Recovery and Resilience Plan (PNRR) and for the efficiency of justice";
CONSIDERING	Decree of the President of the Council of Ministers (D.P.C.M.) of November 9, 2021, "Procedures for participation in public competitions for individuals with specific learning disabilities";
CONSIDERING	Decree Law (D.L.) No. 36 of April 30, 2022, "Additional urgent measures for the implementation of the National Recovery and Resilience Plan (PNRR)", converted with amendments by Law No. 79 of June 29, 2022;
CONSIDERING	Decree Law (D.L.) No. 44 of April 22, 2023, "Urgent provisions for strengthening the administrative capacity of public administrations", converted with amendments by Law No. 74 of June 21, 2023, and, in particular, Article 1, paragraph 9-bis and Article 1-bis, paragraph 1;
CONSIDERING	Presidential Decree (D.P.R.) No. 82 of June 16, 2023, "Regulation on amendments to Presidential Decree No. 487 of May 9, 1994, concerning rules on access to employment in public administrations and the conduct of competitive examinations, single competitions and other forms of recruitment in public employment";
CONSIDERING	Decree Law (D.L.) No. 202 of December 27, 2024, "Urgent provisions on regulatory deadlines", converted with amendments by Law No. 15 of February 21, 2025;
CONSIDERING	Law No. 207 of December 30, 2024, "State budget forecast for the financial year 2025 and multi-year budget for the three-year period 2025-2027";
CONSIDERING	Decree Law (D.L.) No. 25 of March 14, 2025, "Urgent provisions regarding recruitment and functionality of public administrations", converted with amendments by Law No. 69 of May 9, 2025;
CONSIDERING	the current National Collective Labour Agreements of the University Sector and the Education and Research Sector;
CONSIDERING	the Statute of the University of Bergamo, issued with Rectoral Decree Rep. No. 570/2023 of August 1, 2023;
CONSIDERING	the Code of Ethics of the University issued with Rectoral Decree Prot. No. 14405/I/003 of July 19, 2011, and modified with Rectoral Decree Rep. No. 262/2018 of April 12, 2018;
CONSIDERING	the "University Regulation for the discipline of fixed-term technologists pursuant to Article 24-bis of Law 240/2010" issued with Rectoral Decree Rep. 11/2022 dated January 17, 2022;
CONSIDERING	Rectoral Decree Rep. No. 1097/2022 dated November 24, 2022, for the issuance of the new "Regulation on the organization of administrative and technical services", as amended by Rectoral Decree Rep. No. 729/2023 dated October 11, 2023;

- CONSIDERING** the resolution of the Board of Directors dated December 17, 2024, approving the Single University Budget for the annual forecast 2025 and the three-year period 2025-2027;
- CONSIDERING** that the University of Bergamo is part of the BAUHAUS4EU Alliance;
- NOTED** the need to recruit no. 1 second-level technologist, full-time basis, to be hired in category D, economic position D3, with an employment contract of a subordinate nature for a duration of 24 months (possibly extendable), for supporting the activities planned within the Work Packages of the Project "BAUHAUS4EU" Alliance at the University of Bergamo;
- CONSIDERING** that the position referred to in this notice is to be considered available only in the event of the unsuccessful outcome of the procedure provided for by Article 34-bis of Legislative Decree 165/2001, and subsequent amendments and additions, activated at The Prime Minister's Office - Department for Public Administration, with prot. note No. 233744/VII/1 of October 29, 2025;
- TAKING INTO ACCOUNT** that, in accordance with Article 1014, paragraph 3 and 4, and Article 678, paragraph 9, of Legislative Decree 66/2010, regarding reserved positions for volunteers from the Armed Forces, this competition defines a portion of reserved positions in favour of volunteers from the Armed Forces, which will be cumulated with other portions already established or that may arise in future recruitment measures;
- TAKING INTO ACCOUNT** that, in accordance with Article 18, paragraph 4, of Legislative Decree No. 40 of March 6, 2017, as amended by Article 1, paragraph 9-bis, of Decree Law (D.L.) No. 44 of April 22, 2023, converted with amendments by Law No. 74 of June 21, 2023, and subsequently amended by Article 4, paragraph 4 of Decree Law (D.L.) No. 25 of March 14, 2025, converted with amendments by Law No. 69 of May 9, 2025, this competition establishes a portion of reserved positions in favour of voluntary operators who have concluded the Universal Civil Service or the National Civil Service without demerit, which will be cumulated with other portions already established or that may arise in future recruitment measures;
- GIVEN** the spending commitment, as set out in its resolution Rep. No. 957/2025, Prot. No. 233108/VII/1 of October 28, 2025, for the cost of fixed-term staff unit on the BAUHAUS4EU2528 project, CUP code n. F19I24001180002;

DECREES

Article 1 Object of the call

At the University of Bergamo, a public selection is announced, based on qualifications and exams, for the recruitment of no. 1 second-level technologist, full-time basis, to be hired in category D, economic position D3, with an employment contract of a subordinate nature for a duration of 24 months (possibly extendable), for supporting the activities planned within the Work Packages of the project "BAUHAUS4EU" Alliance.

It is hereby acknowledged that, as of December 31, 2024, gender representation, with reference to the Area of positions subject to competition, was as follows:

- 50% female personnel
- 50% male personnel

Therefore, the preference title specified in letter o) of Article 5, paragraph 4, of Presidential Decree (D.P.R.) No. 487 of May 9, 1994, as amended by Presidential Decree (D.P.R.) No. 82 of June 16, 2023, does not apply.

The candidate declared successful will be assigned duties specific to the role of a fixed-term technologist as outlined in Article 24-bis of Law No. 240 of December 30, 2010, particularly to carry

out technical and administrative support activities to research activities, with main regard to the implementation of the activities planned within the Work Packages of the project "BAUHAUS4EU" Alliance.

In particular, the planned activities are as follows:

- scientific and management support: the technologist supports professors and all the contributors involved in the project Work Packages, providing technical skills and coordinating the related activities, reporting to the project manager; he/she contributes to the definition of working methods and tools, as well as to the delivery of deliverables and project milestones;
- task management: the technologist is responsible for sharing and monitoring the tasks assigned to the Work Package, ensuring compliance with deadlines and objectives, in coordination with the project manager and reporting to the scientific responsible and the administrative responsible of the BAUHAUS4EU project;
- support to the monitoring and preparation of the strategic planning of the ongoing project activities, in coordination with the project manager and reporting to the scientific responsible, as well as support to the financial reporting of the project, reporting directly to the administrative responsible of the project.

For the purpose of this selection, applicants are required the following knowledge and skills:

- knowledge of the Erasmus+ funding line;
- knowledge of submission, management and reporting procedures for European and international research projects;
- excellent knowledge of the English language (C1 level).

The following skills and experience are also required:

- project management skills: monitoring and strategic planning for the project in progress, coordination of activities with different partners, managing relationships with international partners and reporting skills;
- experience in writing scientific and financial reports related to projects, monitoring project deadlines, organizing time-sheets;
- excellent interpersonal skills and disposition to teamwork, even in international contexts.

The Administration requires the candidate who will be hired to use their personal SPID/CIE credentials in carrying out work.

Article 2

Requirements for admission to selection

For admission to this selection, the following requirements are required, subject to exclusion:

- a) Italian citizenship (Italians not belonging to the Republic are considered equivalent to citizens of the State) or citizenship of another Member State of the European Union. In addition, access to the selection is allowed to family members of a Member State of the European Union who do not have the citizenship of a Member State but are holders of the right of residence or permanent residence, as well as for citizens of third countries who hold the EU residence permit for long-term residents or who hold refugee status or subsidiary protection status;
- b) age not less than 18 years;
- c) physical fitness for the employment to which the selection refers; the Administration has the authority to subject the winners of the competition, summoned for the signing of the employment contract, to a medical check-up in accordance with current regulations;
- d) enjoyment of civil and political rights;
- e) compliance with military service obligations (for Italian male citizens born before 1985);
- f) no criminal convictions that, according to current regulations, would prevent the establishment of an employment relationship;

g) Bachelor's degree or Single-cycle Master's degree attained according to the Ministerial Decree 509/1999 and to the Ministerial Decree 270/2004, and subsequent amendments and additions, or old system degree diploma attained to the system in force before the Ministerial Decree 509/1999 and subsequent amendments and additions.

The qualification obtained abroad must be recognized as valid in Italy.

With regard to qualifications for admission obtained abroad and already recognized as valid in Italy, the candidate is required to indicate the details of the provision attesting the recognition of these qualifications in Italy, according to the regulations in force, in the application form.

Candidates who are in possession of **the qualification required by this selection notice obtained abroad and not recognized as valid in Italy** will be admitted to participate conditionally. The Department of Public Administration within the Presidency of the Council of Ministers concludes the recognition process only for the winners of the competition, who are obligated, under the penalty of forfeiture, to submit a request for recognition to the Ministry of University and Research or to the Ministry of Education and Merit within fifteen days from the publication of the final ranking.

Individuals who have a degree of kinship, or affinity, up to and including the fourth degree, with the Rector, with the Director General or with a member of the Board of Directors of the University are excluded from the selection.

Those ineligible for the selection include individuals excluded from active political suffrage. Additionally, those dismissed or released from public administration roles due to consistently poor performance or declared forfeited for securing their appointment or employment through the submission of forged or legally flawed documents are also ineligible. This extends to individuals terminated in accordance with existing legal or contractual regulations or declared forfeited from a state employment for similar reasons. Those facing disciplinary actions under Article 127, paragraph 1, letter d) of the consolidated provisions governing the status of civil servants of the State, as approved by Presidential Decree No. 3 of January 10, 1957, are also excluded from participation.

Candidates without Italian citizenship who qualify for the competition based on the criteria mentioned earlier must also meet the following conditions:

- a) hold civil and political rights;
- b) fulfil all other requirements applicable to citizens of the Republic, excluding Italian citizenship;
- c) demonstrate adequate proficiency in the Italian language (assessment will be conducted during the selection tests).

The aforementioned requirements must be met both on the deadline for submitting the application for admission to this selection and at the time of signing the employment contract.

This Administration ensures equality and equal opportunities between men and women for access to employment and treatment in the workplace.

Article 3

Exclusion from the Selection Process

The following conditions will lead to exclusion:

- failure to comply with the deadline for submission and method of submitting the application, as set forth in Article 4 below;
- failure to meet the admission requirements outlined in Article 2;
- absence of the receipt of payment of the selection registration fee attached to the application.

All candidates are provisionally admitted to the competition. Should additional inquiry be necessary, candidates are required to regularize their applications within the specified deadline.

Exclusion from the selection process due to failure to meet any of the requirements outlined in this notice, may be ordered at any time by reasoned decision of the Director General.

Article 4

Methods for Submitting the Participation Application

Participation in the selection process **is exclusively allowed, subject to exclusion**, after registering on the inPA Recruitment Portal, as per Article 35-ter of Legislative Decree No. 165 of March 30, 2001. This Portal is available at www.inPA.gov.it and is developed and managed by the Department of Public Function of the Presidency of the Council of Ministers. Registration on the portal is free and can only be done using the SPID, CIE, and CNS identification systems, as outlined in Article 64, paragraphs 2-quer and 2-nonies, of Legislative Decree No. 82 of March 7, 2005. Alternatively, registration can be done using a digital identity based on credentials of at least a significant level within an electronic identification regime, successfully completed pursuant to Article 9 of Regulation (EU), No.910/2014 of the European Parliament and of the Council of July 23, 2014.

The procedure for filling in and sending the application electronically must be completed no later than 12:00 noon (Italian time) on the twentieth day following the day of publication of the notice. Should this deadline fall on a public holiday, the deadline shall be postponed to 12:00 noon (Italian time) on the first working day thereafter.

After this deadline, the system will no longer allow the submission of an incomplete or in-progress application; therefore, it is recommended not to complete the application close to the deadline.

The candidate must enter all the required data to generate the application and attach the documents specified in this notice in electronic PDF format.

No other forms of submission of applications are allowed.

When filling in the application, each application will be assigned by the inPA Recruitment Portal an identifying number, which, along with the competition code indicated in the informative application, must be specified for any subsequent communication.

The submitted application can be modified or supplemented by the candidate, following the procedure outlined on the inPA Recruitment Portal, until the deadline for the notice. In this case, the administration will consider exclusively the last application submitted in chronological order.

For technical problems, contact the support indicated on the inPA Recruitment Portal.

Article 5

Application for admission

In the application, the candidate must state his or her first and last name, date and place of birth, tax code number and residence; he or she must also indicate his or her elected address for the purposes of the procedure, as well as a telephone number and e-mail address and PEC, if any.

The candidate must also declare, under his or her own responsibility in accordance with the provisions of Presidential Decree 445/2000, as amended, the following:

- a) possession of Italian citizenship (Italians not belonging to the Republic are considered equivalent to citizens of the State) or citizenship of another European Union member state or being a family member of a citizen of a European Union member state without citizenship of a member state who holds the right of residence or permanent residence, or being a third-country national holding a UE residence permit for long-term residents or holding refugee or subsidiary protection status.
- b) if an Italian citizen: being registered in the electoral rolls, specifying the municipality and, if applicable, indicating the reasons for non-registration or removal from the rolls;
if a foreign citizen (citizens of EU member states or their family members or citizens of third countries as mentioned above): enjoying civil and political rights in their states of origin or provenance, or indicating the reasons for not enjoying such rights;
- c) possession of the academic qualification as per the previous Article 2, specifying the date of attainment and the issuing institution;
- d) enjoyment civil and political rights;
- e) that he/she has physical fitness for continuous and unconditional service in the employment to which the selection relates;

- f) that he/she is not excluded from active political voting;
- g) that he/she has not been dismissed from employment with a public administration for persistent inadequate performance and that he/she has not been declared disqualified from state employment, in accordance with Article 127 letter d) of Presidential Decree No. 3 of January 10, 1957;
- h) that he/she has no criminal convictions or indicating any convictions, providing details of the relevant sentences, and any pending criminal proceedings against them;
- i) position regarding military obligations, for Italian male citizens born before 1985 only;
- l) possession, if any, of preference or precedence titles according to Article 5 of Presidential Decree 487/94 and subsequent amendments, which will be considered in case of equal merit with other candidates;
- m) any service in public service and causes of termination of previous employment;
- n) to have good skills in using the most common computer applications;
- o) to have an excellent knowledge of the English language (C1 level);
- p) to accept using their personal SPID/CIE credentials in carrying out work.

The candidate holding a citizenship other than Italian is also required to confirm his/her proficiency in the Italian language.

In accordance with Law No. 104 of February 5, 1992, candidates with established disabilities, certified invalidity, or diagnosed specific learning disorders must specify, in their participation application for the competition and in compliance with the regulations outlined in the subsequent Article 6 of this notice, whether they require assistance due to their disability. They should also indicate if they need additional time to complete the tests mentioned in this notice. **It is mandatory to attach a declaration issued by a medico-legal commission of the relevant Local Health Authority (LHA) or by an equivalent public structure.**

Registration to the competition requires, under penalty of exclusion, the payment of a non-refundable registration fee of € 10 (ten euros) to be made through PagoPA via the Payment Portal, <https://unibg.pagoatenei.cineca.it/frontoffice/pagamentospontaneo>. Select "Contributo" (Payment) as the payment reason and indicate "Concorso tecnologo BAUHAUS4EU – codice USBer25TR" (Competition Technologist BAUHAUS4EU – code USBer25TR) in the description.

The receipt of the payment must be attached to the application, or there is a risk of exclusion.

The payment of the contribution is not required for:

- candidates already employed by the University of Bergamo at the time of the issuance of the notice;
- candidates who attach to their application a valid ISEE (Equivalent Economic Situation Indicator) of their family unit, which is less than €9,000.

The application must be accompanied by the following **mandatory attachments**:

- Receipt of payment of the participation fee for the competition or a valid ISEE;
- For interested candidates, a suitable medical certificate attesting to the request for aids and/or additional time.

Any changes to the provided contact information must be promptly communicated to the TA Personnel and Collaborators Service at the email address concorsi.mobilita@unibg.it.

The university administration assumes no responsibility for the unavailability of the recipient and for the loss of communications resulting from the incorrect indication of the contact information by the candidate or the failure to communicate changes to the address indicated in the application, whether delayed or not. The university administration also assumes no responsibility for any failure or delay in the delivery of communications related to the competition due to causes not attributable to the fault of the administration itself, but rather to postal or digital malfunctions, third-party actions, fortuitous events, or force majeure.

In accordance with the provisions of Law 183/2011, the University cannot accept or require individuals to exhibit or produce certificates issued by other public administrations regarding states, personal qualities, and facts. Instead, it can only accept substitute declarations of certification or notoriety submitted in place of the certificates.

In the application for admission to the competition, citizens of non-European Union states who are legally residing in Italy can use substitute declarations as per Articles 46 and 47 of Presidential Decree 445/2000, limited to states, personal qualities, and facts certifiable or attestable by Italian public authorities. Otherwise, they must attach certificates or attestations issued by the competent authority of the foreign state, accompanied by a translation into Italian authenticated by the Italian consular authority, confirming its conformity to the original as specified in Article 3 of Presidential Decree 445/2000.

The administration reserves the right to carry out appropriate checks on the truthfulness of the content of the substitute declarations as provided for by Presidential Decree 445/2000.

Referring to documents submitted to this or other administrations, or documents attached to another application for participation in another competition, instead of using substitute declarations, is not allowed.

Article 6

Provisions regarding candidates with confirmed disabilities and/or specific learning disorders

In accordance with Article 7, paragraph 6, of Presidential Decree No. 487 of May 9, 1994, as amended by Presidential Decree No. 82 of June 16, 2023, candidates with confirmed disabilities under Article 4, paragraph 1, of Law No. 104 of February 5, 1992, and/or with confirmed specific learning disorders under Law No. 170 of October 8, 2010, will carry out the competition tests through the adoption of compensatory measures, at the unquestionable judgment of the Selection Committee on, on the basis of the documentation presented and in compliance with the relevant legislation, as provided for by Article 3, paragraph 4-bis, of Law Decree (D.L.) No. 80, dated June 9, 2021, converted with amendments by Law No. 113, dated August 6, 2021.

Therefore, candidates intending to benefit from the aforementioned provision are required to declare it in the application for admission to this public competition procedure, attaching the relevant certifications in their possession, as outlined in Article 2, paragraph 2, of Law Decree (D.L.) dated November 9, 2021.

Article 7

Provisions for pregnant or breastfeeding candidates

Candidates who are unable to reach the competition venue on the scheduled tests dates due to pregnancy, should notify the Administration this impossibility at least 7 working days before the scheduled test date. This notification should be made via email to concorsi.mobilita@unibg.it, should include a confirmation of reading and should be accompanied by an appropriate medical certificate attesting that the impossibility is due to pregnancy.

Candidates in the breastfeeding phase on the scheduled tests dates, should notify the Administration at least 7 working days before the scheduled test date. This notification should be made via email to concorsi.mobilita@unibg.it, should include a confirmation of reading and should be accompanied by an appropriate medical certificate in order to enable the Administration to arrange organizational measures allowing candidates to breastfeed.

In both cases, the organizational measures taken by the Administration will be communicated to the interested parties no later than the day preceding the test.

Article 8

Selection Committee

The Selection Committee will be appointed by the Director General in accordance with current regulations and in line with the current University Regulation for the discipline of fixed-term technologists under Article 24-bis of Law 240/2010. This is in application of the principle of gender equality as stipulated by current legislation. Additional members may be added to the Committee for

foreign language examinations and subjects related to specializations not found within the administrations, including specialists in psychology and human resources.

The Committee may use computers and digital tools, subject to the implementation of specific operational measures, until the completion of its designated tasks. This ensures the security and traceability of communications.

Article 9

Assessable qualifications

The selection is based on qualifications and examinations.

The overall score is 85 points, divided as follows:

- a) written test 30 points**
- b) oral test 30 points**
- c) qualifications 25 points**

The assessable qualifications, as long as they are relevant to the activities of the place candidates compete for and their relative score are the following:

		Maximum score
A	EDUCATIONAL AND ACADEMIC QUALIFICATIONS , additional to the qualification required by the selection notice. The following points will be awarded: - 2.5 points for PhD Degree; - 1.5 points for First level Master's Degree or specialization diploma of at least one year's duration; - 1 point for Second level Master's Degree.	5 points
B	SERVICE QUALIFICATIONS: activities performed, even not continuously, through a contract with Italian and foreign universities, or other Italian or foreign, public or private Institutions and Research Institutes or other private companies, in particular: project management tasks, research grants/post-doc fellowships, experience in evaluating project proposals for competitive bids, WP coordination in European projects, Co-authoring of deliverables in European projects, will all be considered, calculated as follows: - 2 points per term, for activities carried out in Italian and foreign universities; - 1 point per term, for activities carried out in public research organizations and institutes; - 1 point per term, for activities carried out in private Research Institutes or other private companies;	15 points
C	OTHER QUALIFICATIONS. The following points will be awarded: - Publications: up to 2.5 points; - Postgraduate programs: up to 1.5 points; - Other qualifications (teaching contracts, papers presented at conferences and congresses, attendance in training courses related to the knowledge and skills required for the profile): up to 1 point.	5 points

In the application the candidate must specify, analytically and precisely, every element useful for the purpose of assessing his/her qualifications and for carrying out the necessary checks on the veracity of the self-certified data (e.g., duration of employment – dd/mm/yy of start and termination of employment, employer).

Qualifications must be possessed within the application deadline and are declared pursuant to Articles 46 and 47 of Presidential Decree 445/2000.

The assessment of qualifications will be carried out after the oral examination.

Article 10

Examination test

To be eligible to take the examination tests, candidates must have a valid identification document. The candidate must demonstrate to possess specific skills and knowledge in the following fields and areas:

- Erasmus+, European Universities Initiative, European Higher Education Area (EHEA);
- project management: main notions;
- knowledge of the main funding opportunities for universities, with specific reference to the European context (Horizon Europe) and to the national context;
- BAUHAUS4EU project (<https://www.bauhaus4.eu/>; <https://www.unibg.it/internazionale/andare-allestero/erasmus/bauhaus4eu>), main goals, New European Bauhaus Initiative, European Green Deal, Twin Transition, Sustainability and RIS3 Strategies;
- excellent knowledge of the English language (C1 level).

Candidates will be required to undergo, in order:

- **a written test** aimed at verifying a problem solving aptitude, consistent with the level of the position referred to in this notice; ascertaining the knowledge of the subjects mentioned above and the ability to analyse and solve problems concerning the specific functions to be performed;

- **an oral test** covering the same subjects as the written test. As a complement to the oral test and for the assessment of candidates' cross-functional skills, the Commission provides for:

- a discussion based on the candidate's educational and professional background, evaluating attitudes and motivations;
- or
- *panel discussions* on specific topics related to the sought-after skill profile, involving all candidates, possibly in consecutive series.

According to the criteria established by the Commission during the definition phase, these options may lead to the assignment of a specific score as part of the oral test evaluation.

The interview may also involve solving practical cases on the subjects listed above in order to test the candidates' ability to fulfil the functions described in Article 1 of this selection notice.

The interview may be entirely or partially conducted in English.

The written test will take place with the aid of computer and digital tools.

Knowledge of computer applications will be assessed according to the methods established by the Commission in terms of score or suitability.

During the conduct of the written test, candidates may not use writing paper, notes, manuscripts, books or publications of any kind, nor electronic equipment or personal computer instruments and cell phones. Candidates may use only uncommented legal texts and dictionaries, if authorized by the Commission.

Individuals with specific learning disabilities (SLD), as provided for by Decree Law (D.L.) November 9, 2021, will have the opportunity to replace the written test with an oral interview or to take the written test using compensatory tools for reading, writing and calculation difficulties. They can also benefit from an extension of the established time for taking the tests, at the unquestionable judgment of the Selection Committee, on the basis of the documentation presented and in any case within the procedures provided for in Decree Law (D.L.) November 9, 2021.

Applicants with a score of at least 21/30 in the written test will be admitted to the oral test.

Knowledge of the English language will be assessed according to the methods established by the Commission in terms of score or suitability.

At the end of each daily session of the oral test, the Selection Committee compiles the list of examined candidates with the scores obtained by each candidate, who receives immediate

notification. The list is simultaneously published on the institutional website on the page dedicated to the competition and on the inPA Recruitment Portal.

A score of at least 21/30 is required to pass the oral test.

The oral test may be conducted via videoconference, ensuring the adoption of technical solutions that guarantee its publicity, participant identification, test regularity and integrity, communication security, and traceability, in compliance with data protection regulations. In any case, the test's publicity will be ensured through digital means. Candidates must provide a personal email address to be contacted by the Commission. Candidates will be informed of the oral test's mode of conduct through a notice on the University's website on the page dedicated to this procedure and on the inPA Recruitment Portal, as better specified in Article 11 below.

Article 11 Examination tests schedule

Dates, methods and venues for tests will be communicated through a notice to be published on the University's website, under the "Concorsi e selezioni" (Competitions and Selections) section, as well as on the inPA Recruitment Portal.

Applicants are therefore invited to consult this notice.

The call for the written test will be communicated with a minimum notice of fifteen days before the scheduled date.

The publication of the exam schedule, as indicated above, serves as formal notification for all purposes. Any changes to the schedule, as well as any other information related to this selection, will be communicated through a notice published on the University's website www.unibg.it in the "Concorsi e selezioni" (Competitions and Selections) section and on the inPA Recruitment Portal. It is the responsibility of each candidate to periodically check the website by consulting the notices page for this selection.

Please note that due to the number of candidates, the oral test may continue on the day following the scheduled date.

Candidates who have not received any exclusion notice are required to appear, without further notice, for the written test. Failure to appear at even one of the tests should be considered as renunciation of the competition for all purposes.

The communication of the results of the written test and admission to the oral tests will be made through a notice published on the University's website in the "Concorsi e selezioni" (Competitions and Selections) section and on the inPA Recruitment Portal.

The grades obtained in the tests will be published on the University's website in the "Concorsi e selezioni" (Competitions and Selections) section and on the inPA Recruitment Portal, exclusively with the indication of the identifying code assigned to each candidate's application.

Article 12 Preferential qualifications in Case of Equal Merit

In accordance with Article 5, paragraph 4, of Presidential Decree No. 487 of May 9, 1994, as amended by Presidential Decree No. 82 of June 16, 2023, in the case of equal merit, and in the absence of additional benefits provided by special laws, the order of preference of qualifications is as follows:

- a) recipients of medals for military valour and civilian valour, upon cessation of service;
- b) mutilated and disabled persons due to service reasons in the public and private sectors;
- c) orphans of the fallen and children of the mutilated, disabled, and permanently incapacitated for work due to service reasons in the public and private sectors, including the children of healthcare professionals, social workers, and healthcare operators who died as a result of SarsCov-2 infection contracted in the course of their activities;
- d) those who have rendered commendable service in any capacity, for a period of not less than one year, in the administration that has announced the competition, provided they do not benefit from another preference title based on the service rendered;
- e) greater number of dependent children;

- f) civilian invalids and mutilated individuals not falling under category b);
- g) volunteer military personnel of the Armed Forces discharged without demerit at the end of their term of service or re-enlistment;
- h) athletes who have had employment relationships with military sports groups and civilian bodies of the State;
- i) have successfully completed the additional training period at the Trial Office, according to Article 50, paragraph 1-quarter, of Decree Law (D.L.) No. 90 of June 24, 2014, converted, with amendments, by Law No. 114 of August 11, 2014;
- l) have successfully completed the training internship at judicial offices according to Article 37, paragraph 11, of Decree Law (D.L.) No. 98 of July 6, 2011, converted, with amendments, by Law No. 111 of July 15, 2011, even if not part of the office for the process, according to Article 50, paragraph 1-quinques, of Decree Law (D.L.) No. 90 of June 24, 2014, converted, with amendments, by Law No. 114 of August 11, 2014;
- m) have successfully completed the internship at judicial offices according to Article 73, paragraph 14, of Decree Law (D.L.) No. 69 of June 21, 2013, converted, with amendments, by Law No. 98 of August 9, 2013;
- n) hold or have held collaborative positions conferred by ANPAL Servizi S.p.A., in implementation of the provisions of Article 12, paragraph 3, of Law Decree (D.L.) No. 4 of January 28, 2019, converted, with amendments, by Law No. 26 of March 28, 2019;
- o) belonging to the least represented gender in the administration announcing the procedure in relation to the qualification for which the candidate is competing, as provided for by letter o) of Article 5, paragraph 4, of Presidential Decree No. 487 of May 9, 1994, as amended by Presidential Decree No. 82 of June 16, 2023;
- p) younger age.

Candidates in possession of preference qualifications must declare in the participation application the possession of such qualification(s), indicating the necessary elements for the Administration for any checks.

The aforementioned qualifications must be possessed both on the date of the deadline for submission of the application for admission to this selection and at the time of signing the employment contract.

Please note that only the qualifications declared in the participation application for the selection process will be taken into consideration, and that no consideration will be given to any substitute statements or documentation related to the aforementioned qualifications submitted after the deadline for submitting applications.

Article 13

Approval of the ranking

The candidate who attains the highest position in the final ranking will be officially designed as the successful candidate for the advertised position.

Candidates will be arranged in the final ranking in descending order based on their final overall score, respecting, in the case of equal score, the preferences provided for by Article 12 of this notice.

The final score for each candidate, out of 85, is the sum of their scores in the written test, the oral test and the score obtained in the assessment of qualifications.

Pending the verification of admission requirements for employment, the Director General approves the final ranking. The approved ranking is then posted on the website under the "Concorsi e selezioni" (Competitions and Selections) section, on the University Official Notice Board, and on the inPA Recruitment Portal.

From the date of publication on the inPA Recruitment Portal, there's a window for appeals.

The ranking remains valid for the duration specified by current regulations and any adjustments to the ranking adhere to the regulations in force at the time of the notice's publication.

Article 14

Establishment of the employment relationship

The determination of the university to establish the employment relationship is formally notified to the interested candidate.

The employment relationship will be established through a fixed-term individual employment contract (24 months, possibly extendable) of a subordinate nature and full-time basis, in category D, economic position D3, **to be signed digitally**.

The probationary period and the employment relationship are governed by the C.C.N.L. of the Education and Research Sector and by what is contained in the individual contract stipulated at the time of employment.

Upon taking up employment, the winner of the competition is required to prove, in accordance with Article 46 and 47 of Presidential Decree No. 445 of December 28, 2000, through a sworn statement of certification, the possession of the admission requirements for employment, as specified in Article 2 of this notice.

The administration will carry out appropriate checks on the truthfulness of the content of the substitute declarations, in accordance with Article 71 of Presidential Decree No. 445 of December 28, 2000. If the check reveals the untruthfulness of the content of the declaration, the declarant loses the benefits obtained on the basis of the untruthful declaration, without prejudice to the provisions of Article 76 of Presidential Decree No. 445 of December 12, 2000 on criminal sanctions.

For citizens of third-party countries, it is mandatory to present, before hiring, the documents substantiating all the declarations made, with the methods referred to in Article 3, paragraph 4, of the consolidated text in Presidential Decree No. 445 of December 28, 2000, without prejudice to the protection granted to refugees and holders of subsidiary protection.

Certificates concerning states, facts and personal qualities resulting from registers of public records kept or stored by a public administration can be acquired ex officio by this University upon the interested party's indication of the administration that maintains the register or the record.

The competent medical professional at the University of Bergamo will determine physical fitness for employment.

Article 15

Processing of Personal Data

By registering on the inPA Recruitment Portal (www.inpa.gov.it) the interested party expresses their free and informed consent, authorizing the processing of their personal data, which will be conducted in compliance with EU Regulation No. 2016/679 ("GDPR"), as well as Legislative Decree No. 196/2003 and subsequent amendments and additions.

All data provided as part of this procedure will be processed by the Administration exclusively for institutional purposes instrumentally related to the possible stipulation and management of the subsequent employment contract. The information, pursuant to Art. 13 of GDPR 2016/679, on the processing of personal data is published on the University's website, at <https://www.unibg.it/privacy-e-protezione-dei-dati-personali>

Article 16

Reports of violations that harm the public interest or the integrity of the University

In application of the provisions of Legislative Decree 24/2023 (concerning the protection of subjects reporting European Union law and provisions of national law violations), candidates who participate in this selection procedure have the possibility to report to the person responsible for the Prevention of Corruption and Transparency (RPCT) of the University any behavior harmful to the public interest or integrity of the Administration. The aforementioned reporting subjects are guaranteed the protection measures referred to in Chapter III of the Legislative Decree 24/2023. Whistleblowers are also

guaranteed special protection of the confidentiality of their personal identity, provided that the reports are submitted through the dedicated channels set up by the Administration, i.e., through the specific IT platform accessible at the following web address: <https://unibg.whistleblowing.it/> or, alternatively, through the voice mailbox reachable at the following telephone number: 035 2052 160. More information in this regard is available on the University's institutional website, in the Transparent Administration section, at the following web address <https://trasparenza.unibg.it/amministrazione-trasparente/altri-contenuti/prevenzione-corruzione>

Article 17 Public Notice

This notice is published on the inPA Recruitment Portal, on the Official Notice Board of the University of Bergamo and on the University's website www.unibg.it under "Concorsi e selezioni" (Competitions and Selections) section (<https://www.unibg.it/node/130>).

Further information can be obtained from the TA Personnel and Collaborators Service - Legal Management of Personnel Sector - Human Resources Area - Palazzo Rezzara, Viale Papa Giovanni XXIII, 106 - 24121 Bergamo, e-mail concorsi.mobilita@unibg.it - tel. 035 2052 594-194-197-437 - PEC address: protocollo@unibg.legalmail.it.

Article 18 Procedure Manager

The person in charge of the selection process outlined in this notice is Ms. Isabella Arfiero, from the TA Personnel and Collaborators Service - Legal Management of Personnel Sector - Human Resources Area - Palazzo Rezzara, Viale Papa Giovanni XXIII, 106 - 24121 Bergamo, e-mail concorsi.mobilita@unibg.it - tel. 035 2052 594-194-197-437 - PEC address: protocollo@unibg.legalmail.it

Article 19 Final Provisions

For all matters not provided for in this notice, current regulations concerning access to jobs in the public administration and university regulations in force apply.

Bergamo, date of the *protocol*

**THE DIRECTOR GENERAL
(Dr. Michela Pilot)**

Digitally signed document

Pursuant to Article 24 of Legislative Decree No. 82/2005