

## CHANCELLOR'S DECREE

Data that can be deduced from the registration in the protocol:  
Repertoire Number, Protocol Number, Title,  
Class File Attachments and Reference

**Object: Public selection procedure pursuant to Article 22-bis of Law 240 of 30.12.2010 for the awarding of n. 1 post-doc position within the project "Optimization of the Moulding Process of Elastomers and Thermosets for High Quality and Reduction of Cycle Times" - Acronym OPTIMOLD – CUP E59I25001490007 - financed under the Lombardy Region call for proposals "Collabora & Innova" POR FESR 2021-2027 at the Department of Management, Information and Production Engineering of the University of Bergamo – PICA Code: 26IR004.**

***DISCLAIMER:** The English version is a translation of the original in Italian for information purposes only.  
In case of discrepancy, the Italian original will prevail*

### THE CHANCELLOR

- GIVEN the law of 7<sup>th</sup> August 1990, n. 241 and subsequent amendments. *"New rules on administrative proceedings"*
- HAVING REGARD TO the D.P.C.M. of 7<sup>th</sup> February 1994, n.174 *"Regulation containing rules on the access of citizens of the Member States of the European Union to jobs in public administrations"*;
- HAVING SEEN the D.P.R. 28<sup>th</sup> December 2000, n. 445 *"Consolidated law on legislative and regulatory provisions regarding administrative documentation" and subsequent amendments"*;
- HAVING REGARD TO Legislative Decree 30<sup>th</sup> March 2001, n. 165 *"General rules on the organization of work employed by public administrations"*;
- HAVING REGARD TO Legislative Decree 11<sup>th</sup> April 2006, n. 198 containing rules on equal opportunities between men and women;
- GIVEN the Law of 23<sup>rd</sup> November 2012, n. 215 containing provisions regarding equal opportunities in the composition of competition commissions in public administrations;
- GIVEN the Law of 30<sup>th</sup> December 2010, n. 240 *"Regulations regarding the organization of universities, academic staff and recruitment, as well as delegation to the Government to encourage the quality and efficiency of the university system"*, in particular art. 22, as amended by article 14, paragraph 6-septies of Legislative Decree no. 36 of 2022, and converted by Law no. 79 of 2022;
- HAVING REGARD TO the current Statute of the University of Bergamo;
- HAVING SEEN the current Regulation for the awarding of research contracts, post-doc positions, and research assignments pursuant to Articles 22, 22-bis, and 22-ter of Law No. 240 of December 30, 2010, issued with Rector's Decree No. 901/2025 of December 17, 2025;
- GIVEN EU Regulation 2016/679 and Legislative Decree 30<sup>th</sup> June 2003, n. 196 *"Personal data protection code"* and subsequent amendments;
- REFERRING also to:
- the University's Code of Ethics issued with Chancellor's Decree. Prot. No. 14405/1/003 of 19.7.2011 and amended with Chancellor's Decree. Rep. No. 262/2018, Prot. No. 60030/1/003 of 12.4.2018;
  - the University's Regulations on research integrity and ethics, enacted with Chancellor's Decree Index No. 387/2016 of 18 July 2016;
  - the University's Patent Regulations enacted with Chancellor's Decree Index No. 390/2016 of 19 July 2016 and amended with Chancellor's Decree Index No. 158/2018 of 26 February 2018 and with Chancellor's Decree Index No 421/2020, of 9.9.2020;
- GIVEN the Ministerial Decree n. 639 of 05.02.2024 *"Decree containing the determination of the scientific-disciplinary groups and the related declarations, as well as the rationalization and updating of the scientific-disciplinary sectors and the attribution of the latter to the scientific-disciplinary groups, pursuant to 'art. 15, of law 30 December 2010 n. 240" with which the Ministry*

of University and Research determined the rules of correspondence between the new scientific-disciplinary groups and the macro-sectors and competition sectors referred to in the ministerial decree of 30 October 2015, n. 855;

NOTING that Lombardy, with Executive Decree No. 11969 of August 2<sup>nd</sup>, 2024, approved the call for proposals "Collaborate & Innovate" – ERDF 2021-2027 Programme – Axis 1 – Action 1.1.3.

"Support for the implementation of complex Research, Development, and Innovation projects";

REFERRING to Executive Decree No. 11093 of the Lombardy Region of August 1<sup>st</sup>, 2025;

HAVING SEEN the resolution of the Board of the Research and Third Mission Centres of 22.04.2026;

ASCERTAINED the financial backing reported in annex A;

## DECREES

### Article 1

#### Announcement of the selection procedure

A public selection procedure for n. 1 research position pursuant to Article 22-ter of Law 240/2010 and the current University Regulations on the subject, is launched as specified in Annex A.

### Article 2

#### Requirements for admission to the selection

The selection process is open to young Italian or foreign scholars who, by the deadline, possess a master's or single-cycle degree obtained within the past six years and possess a curriculum suitable for research assistance.

Candidates with a qualification obtained abroad must attach to their application, under penalty of exclusion, the equivalence certificate issued by the competent authorities or a copy of the receipt of the recognition request.

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

For admission qualifications obtained abroad that have already been recognized as valid in Italy, candidates are required to indicate in their application the details of the provision certifying their recognition in Italy in accordance with current legislation.

Candidates who hold a qualification obtained abroad and are not recognized as valid in Italy are conditionally admitted to participate. The Department of Public Administration concludes the recognition process only for those who have successfully completed the selection process. They are required, under penalty of forfeiture, to submit a request for recognition to the Ministry of Universities and Research within fifteen days of the publication of the final ranking.

#### **The candidate, in possession of a foreign qualification not yet recognised, is admitted to the selection with reservations.**

The Administration may, at any time, issue a reasoned decision to exclude a candidate due to a lack of the required qualifications, failure to obtain the qualification, or failure to complete the non-academic recognition procedure for the foreign qualification.

Also required:

- **enjoyment of civil and political rights;**
- **absence of criminal convictions or ongoing criminal proceedings which could prevent, pursuant to current legislation, the establishment of the collaboration relationship.**

The candidate, with the following situations, cannot participate in the selections:

- permanent staff, hired on a permanent basis, of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of research doctor pursuant to article 74, fourth paragraph, of the decree of the President of the Republic of 11 July 1980, n. 382;
- those who have benefited from fixed-term researcher contracts pursuant to article 24 of Law 240 of 2010, as amended by the Legislative Decree. 36/2022 converted with Law 79/2022;
- those who have a family or affinity relationship up to and including the 4th degree with a professor belonging to the Department who proposed the activation of the contract, or with the Chancellor, the General Director or a member of the Board.

Exclusion from the selection procedure is arranged, at any time, with a reasoned decree of the Rector or his delegate and notified to the interested party.

The requirements for admission to the selection must be met on the deadline for submitting applications. This Administration guarantees equality and equal opportunities between men and women for access to work and treatment at work.

### **Article 3 Exclusion from the procedure**

The following reasons are grounds for exclusion:

- failure to sign the participation application;
- failure to meet the admission requirements set out in the art. 2;
- failure to comply with the procedures for submitting the application for participation referred to in the following art. 4.
- failure to submit the project proposal.

In the event that a supplementary investigation is necessary, candidates must regularize their application within the peremptorily assigned deadlines.

### **Article 4 Methods and deadlines for submitting the application for participation**

Applications for admission to the selection process, as well as any qualifications, documents, and publications deemed relevant to the competition, must be submitted **electronically, under penalty of exclusion**, using the dedicated IT application on the following page:

<https://pica.cineca.it/unibg/>

Candidates can register and access the platform using the Public Digital Identity System (SPID - security level 2). If they do not have one, they can request one following the procedures indicated on the website [www.spid.gov.it](http://www.spid.gov.it). Alternatively, candidates can register and access using credentials issued directly by the PICA platform.

The online application requires an email address to register. Candidates must enter all the required information to submit the application and attach documents in PDF format. It will be possible to attach a maximum number of publications, as indicated in Annex A.

**No other means of submitting applications or supporting documentation are permitted.** The system allows you to save your application in draft format by the application submission deadline. The date of electronic submission of your application to participate in the selection process is certified by the computer system with a receipt that will be automatically sent via email. After the submission deadline, the system will no longer allow access to and submission of the electronic form.

Each application will be assigned an identification number, which, along with the competition code indicated in the information application, must be specified in any subsequent communications.

The online application process must be completed **no later than 12:00 (Italian time) on the thirty-day following the publication of the call** for applications on the University website. If this deadline falls on a holiday, the deadline is extended to 12:00 (Italian time) on the next working day.

The application must be completed and completed as follows:

- **Manual signature:** To manually sign the document, download the PDF file generated by the system to your computer and, without modifying it, print it, add your handwritten signature to the last page of the document, scan it into a PDF file, and upload it to the system, also attaching a valid ID;
- **Digital signature with a smart card or USB Digital Signature token:** The document can be digitally signed by the candidate directly on the server (e.g., ConFirma);
- **Digital signature on your PC:** To digitally sign the document, download the application in PDF format and sign it with a remote signature, generating a pdf.p7m file that will then be uploaded to the system;
- **If you log in with SPID,** you do not need to sign the application, as the signature will be automatically acquired by the process.

**The application, under penalty of exclusion, must contain all the information requested in the online procedure and must be signed.**

For technical issues, please contact support via the link at the bottom of the page: <https://pica.cineca.it/unibg/>.

### **Article 5 Application for admission**

Completing the application, the candidate must declare, under his own responsibility in accordance with the provisions of the Presidential Decree. 445/2000 and subsequent amendments name and surname, date and place of birth, tax code and residence; the address chosen for the purposes of the procedure must also be indicated, as well as a phone number, e-mail address and PEC.

The candidate must also declare:

- a) their citizenship;

- b) possession of the qualification referred to in the previous article 2, indicating the date of achievement and the institution that issued it;
- c) proficiency in the foreign language required by this announcement, listed in Appendix A;
- d) enjoyment of civil and political rights;
- e) if an Italian citizen: to be registered on the electoral rolls, specifying the municipality and, if applicable, indicating the reasons for non-registration or cancellation; if a foreign citizen, to enjoy civil and political rights in the countries of citizenship or origin, or the reasons for their non-enjoyment;
- f) to not be excluded from the electorate;
- g) to have/not have an employment relationship with a public or private entity;
- h) to have not been dismissed from public administration employment for persistent poor performance and to have not been dismissed from public employment, pursuant to Article 127, letter d) of Presidential Decree No. 3 of January 10, 1957;
- i) that they have no criminal convictions or any convictions they have received, indicating the details of the relevant sentences and any pending criminal proceedings against them;
- j) their status with respect to military service, for Italian male citizens born before 1985 only.

In the application to participate in the selection, the candidate must also specifically indicate:

- a) not to be permanent staff, employed on a permanent basis, of universities, public research bodies and institutions whose scientific specialization diploma has been recognized as equivalent to the title of research doctor pursuant to article 74, fourth paragraph, of the decree of the President of the Republic of 11 July 1980, n. 382;
- b) not to have benefited from fixed-term researcher contracts pursuant to article 24 of Law 240 of 2010, as amended by Legislative Decree 36/2022 converted with Law 79/2022;
- c) not to have a degree of kinship, or affinity, up to and including the fourth degree, with a professor belonging to the relevant structure or with the Rector, with the General Director or with a member of the Board of Directors of the University.

Candidates who intend to participate in the procedure for multiple competition sectors must submit separate applications with attachments for each selection code, in which they intend to participate.

The Commission reserves the right to verify knowledge of the Italian language for foreign candidates. In this case, knowledge of the Italian language will be assessed under penalty of unsuitability and will not contribute to the final score, unless otherwise established by the Commission.

In the application, the candidates, pursuant to Law 5.2.1992, n. 104, must specify the necessary assistance in relation to their needs, as well as the possible need for additional time to carry out the interview.

The following documents must be attached to the application:

1. copy of a valid identification document of the declarant, in case of handwritten signature;
2. scientific-professional CV in Europass format, dated and signed;
3. maximum number of publications (as indicated in Annex A) and maximum 10 attachments that the candidate intends to use for the purposes of the procedure, numbered in progressive order (Annex B);
4. in the case of Extra-EU candidates: copy of the residence permit (if the candidate already has one).

Pursuant to Law no. 183/2011, the Administration cannot accept or request certificates, but only declarations in lieu of certification or notoriety produced in replacement of the certificates themselves, signed by the interested party and presented together with a copy of a valid identity document of the signatory. The Administration reserves the right to carry out appropriate checks on the truthfulness of the content of the substitute declarations in accordance with the provisions of the Presidential Decree. 445/2000.

The requirements and qualifications must be possessed on the expiry date of the announcement.

## **Article 6** **Commission**

The examining committee is appointed by Chancellor's decree, upon proposal from the Department Council, upon expiration of the application deadline, according to the procedures set forth in the University Regulations.

The committee is authorized to conduct the procedure electronically, with the understanding that this method may be used until the completion of its work, ensuring the security and traceability of communications.

## **Article 7 Selection**

The selection process involves a comparative evaluation of candidates through an examination of their qualifications and publications, and a possible interview, which may be conducted in a language other than Italian, to ascertain the candidate's suitability for research.

Candidates must attach the documentation required for the evaluation, following the procedures indicated in the public selection.

Candidates will be evaluated comparatively based on the following elements:

- a) qualifications
- b) publications
- c) interview (if applicable)

Within its autonomy, the Commission will define the scores and may set a minimum score for admission to the interview.

The Commission, after adequate evaluation and based on the established criteria, will collectively express a reasoned opinion for each individual evaluation criterion and assign the corresponding score.

The scores assigned for the above criteria must be published on the University website at least 5 days before the interview, in order to ensure that candidates are properly informed.

Failure to attend the interview will be considered a withdrawal from the competition for all purposes.

It is the responsibility of each candidate to monitor the website periodically by consulting the notices page for this selection.

To attend the interview (if applicable), candidates must present a valid identification document.

Once the evaluation is complete, the Commission collectively issues a reasoned overall assessment and score for each candidate.

The Commission draws up a merit ranking based on the candidates' scores and selects the winner. In the event of a tie, preference is given to the younger candidate.

## **Article 8 Object and duration of the contract**

The winner will enter into a collaboration contract, to be signed digitally, and must submit all required documentation in accordance with current legislation by the deadline indicated by the Administration, and in any case within 90 days of publication of the approval of the documents, under penalty of forfeiture.

For the purposes of signing the contract, non-EU citizens will be required to possess a valid residence permit.

If the successful candidate holds a foreign qualification whose equivalence has not yet been determined, they can sign a contract, which will be automatically terminated if the qualification is not recognized within 120 days of the contract's effective date.

The collaborative relationship established between the University and the research contract holder is governed by applicable laws, including tax, social security, and insurance provisions.

The University also provides insurance coverage against accidents at work and occupational diseases, as well as civil liability.

Either party may terminate the contract before its expiration if, pursuant to Article 2119 of the Italian Civil Code, a cause arises that prevents the continuation, even temporarily, of the relationship, or due to supervening impossibility.

After the conclusion of the probationary period, in the event of termination of the contract, the research contract holder or the assignment holder is required to provide 30 days' written notice to the Rector. Failure to provide notice will result in the Administration having the right to withhold an amount equal to the period of notice.

## **Article 9 Work relationship**

The research position holder coordinates his or her work with the supervisor of the project in which he or she is involved.

The research position holder carries out the activities set forth in the contract under the supervision of a tutor and is required to comply with the provisions of the Regulations on Industrial and Intellectual Property, the Code of Conduct for Public Employees, the University Code of Conduct, and the University Code of Ethics.

The research position holder is entitled to the travel allowance set forth in the relevant University regulations for periods spent away from home authorized by the director of the department with the tutor's consent.

The successful candidate must, upon signing the individual contract, under penalty of forfeiture, undertake to maintain confidentiality and to secure the prior assignment to the University of all intellectual property rights relating to the results produced and/or achieved by the candidate during all University research activities in which the successful candidate is called upon to participate in any capacity, without prejudice to the right to be recognized as the author of the results achieved and/or produced by the candidate.

The University grants the research contract holder the same financial conditions that the University Patent Regulations grant to its own faculty/researchers.

The research contract holder may participate in activities performed on behalf of third parties pursuant to Article 66 of Presidential Decree 382/80, in the context of topics related to his/her project, and may share the related proceeds in accordance with the applicable University Regulations.

### **Article 10**

#### **Processing of personal data**

By registering on the PICA platform, 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. All data provided as part of this procedure will be processed by the Administration solely 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 website, at <https://www.unibg.it/privacy-e-protezione-dei-dati-personali>.

### **Article 11**

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

In application of the provisions of Legislative Decree 24/2023, those who participate in the 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 and the entities they own, or for which they work, 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: 035.205.2160.

More information in this regard is available on the University's institutional website, in the Transparent Administration section, subsection other contents / Prevention of Corruption / whistleblowing.

### **Article 12**

#### **Person in charge of the procedure**

The Person in charge of the selection procedure within this call is Dr. Isabella Arfiero of Personale TAB e Collaboratori, Viale Papa Giovanni XXIII, 106 - 24121 Bergamo, phone (+39) 035 2052 594 - 619 - 878 - 462 - 285, e-mail address: [contratti.ricerca@unibg.it](mailto:contratti.ricerca@unibg.it).

### **Article 13**

#### **Publication**

This public selection is published in the University's Official Registry, on the website of the Ministry of Education, Research and University (MIUR) at the link <https://bandi.mur.gov.it/> and on the website of the European Union at the link <http://ec.europa.eu/euraxess> in the form of a notice.

The full selection notice and the related attached forms are available on the University of Bergamo web page [www.unibg.it](http://www.unibg.it) in the specific section "*Concorsi e selezioni - Contratti e incarichi di ricerca e incarichi post-doc - Incarichi di ricerca art. 22-TER*".

**Article 14**  
**Final provisions**

For all matters not provided for by this call, the following will be applied: Law No. 240/2010 and following amendments and integrations, the University's Regulations on the awarding of research contracts, the University's Regulations in force, and the Regulations on employment relationships in the public administration.

*Bergamo, as per protocol registration*

MP/IB/ia/rp

THE CHANCELLOR  
(Prof. Sergio Cavalieri)  
Documento firmato digitalmente ai sensi  
dell'art. 24 del D. Lgs. 82/2005