



CENTRAL ADMINISTRATION
APOS – PERSONNEL AND ORGANISATION
TEACHING AND RESEARCH STAFF RECRUITMENT OFFICE
Ref. BC

RECTORAL DECREE NO. 821 of 31/10/2013

Selection procedures for the recruitment of 1 Professor ("seconda fascia") by call for applications pursuant to art. 18, paragraph 1, Italian law no. 240/2010.

THE RECTOR

HAVING REGARD TO Lieutenant's Decree no. 660 of 31/08/1945 as amended by Italian Law no. 106 of 15 April 2004;
HAVING REGARD TO Presidential Decree (D.P.R.) no. 445 of 28 December 2000, Amalgamated Law of legislative and regulatory provisions concerning administrative documentation and amendments;
HAVING REGARD TO Italian Law no. 240 of 30.12.2010;
HAVING REGARD TO Rectoral Decree no. 529 of 07.06.2011, published in the University's Official Bulletin no. 74 of 08.06.2011, concerning the Regulation of the University of Bologna governing the recruitment of full and associate professors;
HAVING REGARD TO the resolution of the Academic Senate of 15.11.2011 concerning the amendment to the Regulation governing the recruitment of full and associate professors issued by Rectoral Decree no. 529/2011;
HAVING REGARD TO the request to fill the post of associate professor (seconda fascia) resolved by the Department of History and Cultures;
HAVING REGARD TO the resolution of the Academic Senate of 22.10.2013;
HAVING REGARD TO the resolution of the Board of Governors of 29.10.2013;
CONSIDERING that funds are available to cover the position required in compliance with the expenditure limits laid down in art. 51, paragraph 4, of Italian Law no. 449 of 27 December 1997;

HEREBY DECREES AS FOLLOWS:

ART. 1

The selection procedures have been issued to recruit one associate professor to fill the following university post, by call for applications pursuant to art.18, paragraph 1, Italian law no. 240/2010

1 post for the Department of History and Cultures - SECTOR: 10/D1 – Ancient History; Subject area: L-ANT/03 – Roman History;

Place of service: BOLOGNA

Maximum number of publications the candidates must present: 12

The general evaluation criteria to be followed by the board are:

- concerning teaching activities, complementary teaching and student services, considering the period in which such activities were carried out and their duration: the course units/modules held, seminar

ALMA MATER STUDIORUM - UNIVERSITY OF BOLOGNA
PIAZZA VERDI, 3 40126 BOLOGNA - ITALIA
TEL: +39-0512098978 (4 lines with auto reply); fax: +39-0512098943;
E-MAIL: barbara.cavrini@unibo.it



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activities, activities targeting students' practical work and tutoring and supervision of single cycle and second cycle dissertations and PhD theses;

- concerning scientific research activities the following will be evaluated:

- 1) monographic publications and essays included in collective works and articles published in paper or digital journals. The board will evaluate the overall consistency of the candidates' scientific productions considering the period since the date of the first publication as well as the intensity and continuity over time of the publications, without prejudice to any appropriately documented periods of involuntary absence from research activities, particularly relating to parenthood. The evaluation of the scientific publications will be based on the following criteria:
 - a) originality, innovativity, methodological rigour and relevance of each publication;
 - b) congruency of each publication with the profile of associate professor to be filled or with any closely related interdisciplinary topics;
 - c) scientific importance of the editorial positioning of each publication and its dissemination within the scientific community;
 - d) analytical calculation, also according to criteria recognised by the relative international scientific community, of the individual contribution of the researcher in the case of participation in collective works;
- 2) national and international awards and prizes for research activities;
- 3) organisation, management and coordination of, or participation in, national and international research groups;
- 4) participation as speaker in national and international congresses and conferences;
- 5) congruity of the candidate's scientific profile with the specific teaching needs, particularly in SSD L-Ant.03 Roman History.

ART. 2

1) Subjective requirements for admission to the procedure.

This call for applications is open to:

- a)** candidates having passed the state examinations pursuant to art. 16 of Italian Law 240/2010 for the sector in question and for the functions described or higher functions, provided they are not already employed for such higher functions;
- b)** candidates who have the suitability requisites laid down in Italian Law no. 210/1998 for the teaching grade corresponding to that for which the call is issued, limited to the duration of the call;
- c)** professors already in employment in other universities on the date of entry into force of Italian Law no. 240/2010 in the teaching grade corresponding to that for which the call for applications is issued;
- d)** scholars who are stably employed abroad in university-level research or teaching activities of a position equal to that for which the call is issued, according to the correspondence tables defined by the Ministry.

In any case, candidatures will not be accepted by anyone who is a relative, by blood or by marriage up to the fourth degree, of a professor working in the department or school for which the call is issued, or with the Rector, Director General or a member of the Board of Governors of the



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university;

2) Deadline for the presentation of applications:

The application must be received within 30 days following the date of publication of the call in the Official Journal of the Italian Republic (Gazzetta Ufficiale), 4th Special Series – Calls for applications.

3) Place to which applications must be sent:

- Delivery via certified e-mail (PEC): scriviunibo@pec.unibo.it. Applications will only be accepted when sent from a certified e-mail address
- Delivery by hand or by registered letter with advice of receipt to: Magnifico Rettore (Rector) dell'Università di Bologna – Area Persone e Organizzazione - Piazza G. Verdi 3, 40126 Bologna BO.

4) Rights and Duties of the professors: As laid down in the legal provisions in force concerning the legal status of teaching staff.

5) Salary and Contributions: Employment is subject to the salary rates and social contributions laid down by law.

ART. 3

Presentation of the application

1) Applications must be received no later than 30 days following the date of publication of the notice for this call for applications in the Official Journal of the Italian Republic (Gazzetta Ufficiale), 4th Special Series – Calls for applications **in one of the following forms:**

a) electronically to the following e-mail address: scriviunibo@pec.unibo.it

The e-mail shall indicate in the subject:

(SELECTION PROCEDURE FOR THE POST OF ASSOCIATE PROFESSOR, Sector:.....)
PROCEDURA SELETTIVA PER LA COPERTURA DI UN POSTO DI PROFESSORE
UNIVERSITARIO DI SECONDA FASCIA Settore _____.

Applications received later than the deadline set for receipt of applications shall not be considered.

The application form according to the model given in Annex A shall be signed by the candidate, transformed into a pdf file and annexed to the e-mail. The following documents in pdf format must also be annexed to the e-mail:

1. A photocopy of a valid identity document;
2. The curriculum of their scientific and teaching activities. The Curriculum, duly dated and signed, shall contain the equivalent declaration of certification, pursuant to articles 46 and 47 of Presidential Decree no. 445/00, stating their possession of all the requirements laid down therein.

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3. Candidates presenting the requisites laid down in article 1, letter c) are also required to present a certificate of service issued by their relative university or administration. Alternatively, an equivalent declaration of certification may also be annexed, pursuant to art. 46 of D.P.R. 445/00, drawn up according to the model in Annex B;

However, in compliance with the laws in force concerning the protection of publishing activities and copyright, if candidates choose the PEC method to present their application they must also send the original or true copies of their publications separately. The package containing the publications may be delivered by hand or by registered letter with advice of receipt to the following address: Magnifico Rettore (Rector) of the University of Bologna - Personnel and Organisation - Piazza G. Verdi 3, 40126 Bologna BO.

The publications **must be received no later than 30 days** following the date of publication of the notice for this call for applications in the Official Journal of the Italian Republic (Gazzetta Ufficiale), 4th Special Series.

The envelope must indicate the Name and Surname of the Candidate, the Sector and the subject area for which the publications are being presented.

b) by hand or by registered letter with advice of receipt, addressed to Magnifico Rettore (Rector) Università di Bologna – Area Persone e Organizzazione - Piazza G. Verdi 3, 40126 Bologna BO.

The envelope must indicate the Name and Surname of the Candidate, the Sector and the subject area for which the application is being made.

Candidates shall annex the following documents to their application, drawn up following the model provided in Annex "A":

- a) A photocopy of a valid identity document;
- b) The curriculum of their scientific and teaching activities. The Curriculum, duly dated and signed, shall contain the equivalent declaration of certification, pursuant to articles 46 and 47 of Presidential Decree no. 445/00, stating their possession of all the requirements laid down therein.
- c) The publications presented by the candidate for the purposes of evaluation. For the purposes of this procedure, works which have been legally deposited in the forms laid down in the Lieutenant's Decree no. 660/45 (as amended by Italian Law no. 106/2004), by the deadline set for this call for applications (thirty days following the date of publication of the call in the Official Journal - IV Special series "Calls for applications" notifying of the vacancies to which this call refers) and the printed extracts shall be accepted for evaluation;
- d) Candidates presenting the requisites laid down in article 1, letter c) are also required to present a certificate of service issued by their relative university or administration. Alternatively, an equivalent declaration of certification may also be annexed, pursuant to art. 46 of D.P.R. 445/00, drawn up according to the model in Annex B;

Presentation of Publications

For the purposes of this procedure, works which have been legally deposited in the forms laid down in the Lieutenant's Decree no. 660/45 (as amended by Italian Law no. 106/2004), by the



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deadline set for this call for applications (thirty days following the date of publication of the call in the Official Journal - IV Special series "Calls for applications" notifying of the vacancies to which this call refers) and the printed extracts shall be accepted for evaluation. ;

ART. 4

1) The Board shall be appointed in line with the provisions of articles 4 and 11 of the Regulation governing the recruitment of full and associate professors, and shall be appointed by the Rector's Order. The Order of appointment shall be published on the University portal at the following address:

http://www.apers.unibo.it/provalcom_new/provalcom_portale.aspx

2) The Board shall complete its work within four months of the date of appointment by the Rector. The deeds of the selection procedure are approved by order of the Rector within thirty days of their delivery to the Rector's Offices.

3) The deeds of the procedure are published on the University portal.

4) Within two months of the approval of the deeds, the Department requesting the filling of the post shall resolve on the proposal to the Board of Governors to recruit the selected candidate.

ART. 5

1) With reference to the provisions laid down in Italian Legislative Decree (D.Lgs) no.196/2003, concerning the protection of personal data, the University of Bologna - via Zamboni 33, 40126 BO, in its capacity as Data Controller for this procedure, informs that the data contained in the applications shall be processed solely for the management of the recruitment activities, and that such processing shall be done using computerised procedures and paper-based filing of the relative deeds.

The Department also informs that the provision of the requested data is obligatory. In the event of candidates' refusing to provide the data, they will not be admitted to the procedure.

2) The candidates enjoy all the rights laid down in art. 7 of the aforementioned law, including the right to access their personal data, as well as a number of complementary rights including the right to update, correct, integrate or cancel any incorrect or incomplete data or data that has been collected unlawfully.

The notice of publication of this call for applications will be sent to the Ministry of Justice for publication in the Official Journal – IV Special Series 'Calls for Application'.

A full copy of this call for applications and the model of the application form enclosed (Annex "A") can be freely consulted at the following website:

http://www.apers.unibo.it/provalcom_new/provalcom_portale.aspx

ART. 6

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1) The Procedure Manager is Barbara Cavrini, Head of the Teaching and Research Staff Recruitment Office (fax: +39-051/2098943; e-mail: apos.concorsidocenti@unibo.it; barbara.cavrini@unibo.it).

**THE RECTOR
(Prof. Ivano DIONIGI)**

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ANNEX A

TO THE MAGNIFICO RETTORE
OF THE UNIVERSITY OF BOLOGNA
APOS – Personnel and Organisation
Piazza Verdi 3
POSTCODE 40126 BOLOGNA

D.R. NO. 821 dated 31.10.2013 SELECTION PROCEDURE FOR THE POST OF ASSOCIATE PROFESSOR, TO BE FILLED BY CALL FOR APPLICATIONS PURSUANT TO ART. 18 PARAGRAPH 1 of LAW NO. 240/2010. REQUESTED BY THE DEPARTMENT OF _____ FOR THE SECTOR _____ and SUBJECT AREA: _____

I the undersigned, SURNAME _____ NAME _____
(women should give their maiden name)
Tax ID _____
BORN IN _____ PROV. _____
ON _____ SEX _____

submit my application for the aforementioned procedure

Aware of the penal sanctions applicable in the event of false declarations, the production or use of false deeds, as referred to in article 76 of D.P.R. 445 of 28 December 2000

HEREBY DECLARE THAT

1. I was born in the above place on the above date;
2. My domicile for the purposes of this call for applications is:

MUNICIPALITY _____ PROV. _____

ADDRESS _____ POSTCODE _____

TELEPHONE : _____

FAX: _____

E-MAIL: _____

3. I am of the following nationality: _____;
4. I am physically fit for the position;
5. I enjoy all the civil and political rights of my country of origin;
6. I have not be incriminated for any of the acts laid down in art. 85 lett. a) of D.P.R. 3/57; or, have been incriminated under the aforementioned article as follows: _____;
7. I have no pending criminal proceedings; or, I have the following pending criminal proceedings _____

8. I have not been dismissed for disciplinary reasons from a post with the public administration for persistent insufficient performance, nor have been released from public service pursuant to article 127, first paragraph, letter d) of the Amalgamated Law of provisions concerning the state statute of civil occupations, approved by Decree no. 3 of the President of the Republic on 10 January 1957, and have not been dismissed for disciplinary reasons, including those listed in art. 21 of D.Lgs. 29/93;

9. I belong to one of the following categories (tick as appropriate):

- candidates having passed the state examinations pursuant to art. 16 of Italian Law 240/2010 for the sector in question and for the functions described or higher functions, provided they are not already employed for such higher functions;
- candidates who have the suitability requisites laid down in Italian Law no. 210/1998 for the teaching grade corresponding to that for which the call is issued ("seconda fascia"), limited to the duration of the call;
- professors already in employment in other universities on the date of entry into force of Italian Law no. 240/2010 in the teaching grade corresponding to that for which the call for applications is issued;
- scholars who are stably employed abroad in university-level research or teaching activities of a position equal to that for which the call is issued, according to the correspondence tables defined by the Ministry.

10. I undertake to obtain authorisation of my current University in the event of taking office during the Academic Year

11. Only for foreign nationals: I have appropriate knowledge of the Italian language;

12. Only for Italian male citizens: my position concerning military service is as follows: _____

—

13. Indicate any periods of involuntary absence from research activities, particularly relating to parenthood: _____

Finally, I the undersigned consent to the processing of my personal data in compliance with Italian D.Lgs no.196/2003, for all purposes connected to this procedure.

Place and date _____
The declarant*

*This statement does not require authentication of signature pursuant to art. 39 paragraph 1 of DPR 445/00.

ANNEX B

EQUIVALENT DECLARATION OF CERTIFICATION

(art. 46 D.P.R. no. 445/00)

SWORN AFFIDAVIT

(art. 47 D.P.R. no. 445/00)

I the undersigned

Surname _____ Name _____ Tax ID _____
(women should give their maiden name)

born in _____ prov. _____ on _____ sex _____

Aware of the penal sanctions applicable in the event of false declarations, the production or use of false deeds, as referred to in article 76 of D.P.R. 445 of 28 December 2000

HEREBY DECLARE THAT:

Place and date _____

The declarant*

*This statement does not require authentication of signature pursuant to art. 38 of DPR 445/00; it is signed and sent together with an unauthenticated copy of the declarant's ID document, to the competent office.

To ensure the best use of Annex B it should be noted that:

1. the candidate may use it without specifying the type of declaration (certification or affidavit) it intends to replace;
2. the qualifications/publications for which conformity to the original documents is confirmed may be included in a single declaration but must be listed analytically; it is not sufficient to offer a generic description such as "...all documents/publications attached to the application are true copies...";
3. in order to be accepted for evaluation, for any certificates presented in a language other than Italian, French, English, German or Spanish, the declaration of conformity to the original must be accompanied by a translation into Italian, certified as conforming to the foreign text, drawn up by the competent Consular/Diplomatic Representation or by an official translator.

The cases in which it is possible to use the facsimile of the declaration of certification include, but are not limited to, the following:

HEREBY DECLARE THAT

- I possess the following qualification _____
obtained on _____ from _____

- that the copy of the following publication

is a true copy of the original. This has already been published and therefore all statutory obligations imposed by Lieutenant's Decree no. 660/1945 - Italian Law no. 106/2004 have been fulfilled.