



UNIVERSITÀ
DI SIENA

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UFFICIO CONCORSI

SELECTION PROCEDURE TO RECRUIT 1 ASSOCIATE PROFESSOR BY CALL FOR APPLICATIONS PURSUANT TO ART. 18 CO. 1 - LAW N. 240 OF 30 DECEMBER 2010 AND TITLE II OF THE REGULATION FOR THE RECRUITMENT OF FIRST AND SECOND LEVEL LECTURERS - ABSTRACT

Art. 1 – ASSESSMENT PROCEDURES

DEPARTMENT OF BIOTECNOLOGIE MEDICHE

n. 1 POSITION

Academic recruitment field: 06/D4 Skin, infectious and gastrointestinal diseases

Academic discipline: MED/17 Infectious diseases

Foreign language, the adequate knowledge of which will be assessed: english.

English language proficiency assessment: reading and understanding a medical article in English.

Maximum of scientific publications to submit: 20.

Specific research functions

Scientific research activities within the scientific sector MED/17, ability to coordinate research groups and to attract funds for it.

Specific teaching functions

The total annual commitment for carrying out teaching activities is equal to 350 full-time hours.

Specific assistance functions

Specific medical activities required: professional medical activity at the Infectious and Tropical Diseases Unit of the Department of Medical Sciences of the Siena University Hospital.

Art. 2 – REQUIREMENTS FOR ADMISSION TO THE PROCEDURE

1. The procedure is open to the following candidates:
 - a) candidates who they have received a national scientific qualification for the academic recruitment field or one of the academic recruitment fields included in the same group of academic recruitment fields, and for the position advertised in this call or for higher positions, if not already employed in these higher positions;
 - b) those who have received positive judgments for the position advertised in this call, only for the period of validity of the judgment;
 - c) professors who are already employed in other Universities at the level of professorship corresponding to that advertised in this call;
 - d) scholars who are permanently employed in research or teaching activities at university level outside Italy in positions which are equivalent to those advertised in this call, according to the equivalence tables defined by the Ministry of Education, Universities and Research.

Candidates who, on the date of submission of the application, even if citizens of countries not belonging to the European Community, are in possession of the School of Medical Specialization Diploma and registered with the Surgeons and Dentists National Association (Ordine dei medici chirurgi e odontoiatri), are eligible to participate in the aforementioned evaluation procedure.

2. The procedure is not open to anyone who:



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- a) has a degree of kinship or affinity, up to and including the fourth degree, with a professor from the Department for which the call is issued, or with the Rector, the General Manager or a member of the University Council. Neither is the procedure open to anyone who has a significant ongoing business relationship with any of the aforementioned individuals;
 - b) does not enjoy civil and political rights;
 - c) has been dismissed or released from a post with the Public Administration or for whom State employment has lapsed pursuant to Presidential Decree 3/1957.
3. It's necessary to pay 10€, within the term stated in art. 3 co. 1, as a contribution to cover the cost of the Recruitment Process, to complete the application. The payment must be made through **PagoPA**, following the indications of the platform while the application is being completed. It is recommended to complete and send the application in advance of the deadline. The contribution paid will not be reimbursed in the event of withdrawal of the application or exclusion. If candidates want to resubmit their application - by the deadline for the call - the payment remains valid and can be associated with the last application submitted.
 4. Candidates must be in possession of the requirements for admission to the selection procedure by the deadline of this call.
 5. All candidates are admitted to the selection procedure conditionally, reserving the right to verify that they meet the requirements for admission to the selection procedure. The administration can, at any time and with justifiable reason, exclude candidates who fail to meet the selection requirements.

Art. 3 - PRESENTATION OF THE APPLICATION

1. Applications for admission to the selection must be lodged using the system PICA - <https://pica.cineca.it/unisi> - within the peremptory deadline of thirty (30) days from the day following the date of publication of this announcement to the Official Journal of the Italian Republic (Gazzetta Ufficiale). If the deadline of 30 days falls on a public holiday, the period is extended to and includes the next day that is not a holiday.
2. The application and attachments must be in pdf format, the allowed maximum size for each document being 30 MB. For technical issue related to the PICA application contact the technical support on the bottom of the page link <https://pica.cineca.it/unisi>
3. It's recommended to access PICA well in advance to consult the "Guidelines for completing the application" and avoid system overloads that may not allow the procedure to be concluded in due time. Any other ways of submitting/sending the application forms are not allowed, under penalty of exclusion from the selection. Additions/modifications to the application after the submission of the application are not allowed.
4. Applicants may access to the system PICA using:
 - a) the Public Digital Identity System (SPID - security level 2), selecting the University of Siena. If candidates do not have SPID, they can apply according the procedures indicated on the site www.spid.gov.it, <https://www.agid.gov.it/it/piattaforme/spid>.



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- b) the credentials issued directly by the PICA platform. Such registration will necessarily require the possession of an e-mail address;
- c) the LOGINMIUR account.

For both methods, b) and c), it is necessary to sign the application.

5. The following documents **must be** included with the application:
- a signed and dated **curriculum vitae** containing the list of qualifications, scientific publications and activities conducted.
 - scientific **publications** intended to be submitted to the Board for evaluation; only the publications attached at the application stage will be evaluated (maximum number indicated in art. 1)
 - a copy of a valid **identity document**.
6. The applicant will have to declare pursuant to articles 46 and 47 of Presidential Decree no. 445/2000 certifying the truth of all data contained in the application.
7. The applicant furthermore must declare in the application, under their own responsibility:
- to have no criminal convictions;
 - to have no criminal proceedings in progress;
 - to be registered on the electoral roll;
 - to enjoy civil and political rights in state of citizenship/origin;
 - to have not been dismissed or released from a post with the Public Administration or for whom State employment has lapsed pursuant to Presidential Decree 3/1957;
 - to be no retired or currently employed full or associate University professors or researchers;
 - to do not have a relationship or affinity up to and including the fourth degree with a professor belonging to the Department or the structure proposing the activation of the contract, or with the Rector, the General Manager or a member of the University Council;
 - to be perfectly aware that the Commission will be appointed by decree of the Rector, published, with the validity of notification, on the "Albo on line" and on the University of Siena website;
 - to be perfectly aware that the criteria established by the Commission and the list of eligible applicants, identified by id number, will be published, with the validity of notification, on the "Albo on line" and on the University of Siena website;
 - to be perfectly aware that the place, the date and the time of the interview, will be published, with the validity of notification, on the "Albo on line"; This information will be given with 20 days notice. The absence of the candidate at the interview (including video conferencing) will be considered as a renunciation of the selection, whatever the cause;
 - to be perfectly aware that the Decree of Approval (*Approvazione atti*) will be published, with the validity of notification, on the "Albo on line" and on the University of Siena website;
 - to be perfectly aware that every change of residence and/or contact number and/or e-mail address must be promptly notified to the *Ufficio Concorsi* (concorsi@unisi.it).



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It is important to highlight that non-Italian applicants will have to declare to have adequate knowledge of the Italian language.

8. Publications must be submitted in the original language which, if other than Italian, English, French, German and Spanish, must be translated into one of said languages. The translated texts must be submitted as a certified true typed copy as required by current regulations.

Documents written in a foreign language other than Italian, English, French, German and Spanish, must be accompanied by an Italian translation, certified as true to the original text by the competent diplomatic or consular representation, or by an official translator.

9. It should be noted that, in order to conclude the application procedure, it is necessary to effect payment of the competition fee of € 10.00 (ten euros), as a contribution to cover the costs related to the organization and development of the competition proceedings. The payment must be made through PagoPA, following the instructions of PICA when filling out the application. The payment remains valid and can be associated with the last application submitted for this call. There is no refund of the amount paid, even in case of withdrawal of the application or exclusion.

10. Once the application has been submitted, the candidate will receive an email containing the associated *ID number* which will identify the candidate's application for the entire competition procedure.

11. The University administration declines any responsibility for the unavailability of the recipient or for the dispersion of communications due to incorrect indications given by the candidate, for failure or late communication of the change of address indicated in the application, or for any postal mismatch or in any case other reasons attributable to third parties, or other unforeseeable the Administration is not responsible for.

Art. 4 – EVALUATION BOARD

1. The Evaluation Board is appointed from candidates proposed by individual Departments and in observance of the Code of Ethics, by Rectoral Decree no later than 60 days after the deadline for applications.

2. The Board is composed of three first-level professors (“prima fascia” or equivalent role in the case of components from foreign universities), belonging to the academic recruitment field or to an academic discipline in the same group of academic recruitment fields. At least two members of the Board must be from outside the University of Siena.

3. The appointment decree is published on the official University noticeboard and on the web page dedicated to the competition procedure.

4. No later than 7 days after the Board's appointment, candidates can dispute the Board members, indicating their reasons. The Rector decides the dispute. The Rector's decision is promptly communicated to the candidate.

Art. 5 – SELECTION OF CANDIDATES AND PROPOSED CALL

1. The Board is governed by the general assessment criteria determined by the Academic Senate. The Board also observes the specific functions established by the Department and detailed in part I (art.1).



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2. At its first meeting, the Board sets the general criteria and specific evaluation methods and procedures. The criteria and methods are published on the web page dedicated to the competition procedure.

Art. 6 - PROCESSING OF PERSONAL DATA AND PERSON RESPONSIBLE FOR THE PROCEDURE

1. We hereby inform that the University of Siena will process the personal data provided by candidates in their application or communicated by candidates with application supplements. Data will be processed, in compliance with EU Regulation 2016/679 on the protection of personal data, for the purposes of selection procedure, possible assignment of job or employment, final ranking list (where foreseen in the competition notice).

The information note on processing of personal data is available at:
<https://www.unisi.it/ateneo/adempimenti/privacy>

2. For the purposes envisaged by Law no. 241/7.8.1990, the Person Responsible for the Procedure of the present competition is the Head of the Ufficio concorsi of this university (concorsi@unisi.it).

3. For all matters not explicitly mentioned in the present call, see the regulations on competitions, in particular the Regulation for Recruitment of First and Second Level Lecturers, Rector's Decree. no. 1110 dated 21 July 2014 and subsequent amendments.

Siena, date digital signature

The Rector
Roberto Di Pietra

Endorsement
The General Director
Emanuele Fidora

Endorsement
The Procedure Manager
Rossana Cimato