

HUMAN RESOURCES AREA

TEACHING STAFF OFFICE

Attachment n.1

Public selection procedure for the recruitment of no. 7 full professor position through a call under Article 18 paragraph 1 of Law no. 240 of 30 December 2010.

Art. 1

Announcement of the public selection procedure

A public selection procedure through a call is hereby announced under Article 18 paragraph 1 of Law no. 240 of 30 December 2010, for the recruitment of no. 7 full professor positions as specified below.

Department of Economics and Law

N. 1 full professor position

Recruitment field: 13/D4 – Mathematical methods of economics, actuarial and financial sciences

Scientific-disciplinary sector: SECS-S/06 – Mathematical methods of economics, actuarial and financial sciences

Degree class: LM-16 (Finance)

Type of scientific-teaching commitment: from a scientific point of view, the applicant's commitment is to carry out research activities in the scientific-disciplinary sector SECS-S/06, focusing on the identification, development and use of mathematical methods and tools useful in the construction and analysis of economics and finance models.

From an instructional point of view, the professor will be required to carry out teaching activities, possibly also in the English language, on teachings in the scientific-disciplinary sector SECS-S/06, according to the provisions of the national regulations for full professors of I' grade and according to the needs of coverage of educational offer established by the Department.

Maximum number of publications: 20

Language skills: English language proficiency is required to be ascertained through evaluation of the documentation submitted.

Department of Education, Cultural Heritage and Tourism Sciences

No. 1 full professor position

Recruitment field: 11/D2 (Didactis, special education and educational research)

Scientific disciplinary sector: M-PED/03 (Didactis and special education)

Degree Class: L-19 (Education sciences)

Type of scientific-teaching commitment: from a scientific point of view, the position requires contributions to the progress of the fields of study of the Department through national and international research regarding the topics that characterize the scientific-disciplinary sector defined in the call. Special reference is made to teacher training, instructional design and educational technologies. The position requires also: participation in conferences as a speaker; participation in scientific committees of a journal; and participation in national and international research projects and scientific associations in the sector.

From an instructional point of view, considering the present and future needs of the Department, the position requires a qualified commitment to teaching in the Department's degree courses, and third-cycle activities including PhD and postgraduate courses. Teaching will be carried out in Italian and in English (when necessary).

Maximum number of publications: 14

Language skills: English language proficiency is required to be ascertained through evaluation of the documentation submitted.

No. 1 full professor position

Recruitment field: 11/D1 (Pedagogy and History of pedagogy)

Scientific-disciplinary sector: M-PED/02 (History of pedagogy)

Degree Class: L-19 (Education sciences)

Type of scientific-teaching commitment: from a scientific point of view, the position requires contributions to the progress of the fields of study of the Department through national and international research regarding the topics that characterize the scientific-disciplinary sector defined in the call. Special reference is made to the history of the University and higher education within the development of the Italian educational system. The position requires also: participation in conferences as a speaker; participation in scientific committees of journals; and participation in national and international projects and scientific associations in the field. From an instructional point of view, considering the present and future needs of the Department, the position requires a qualified commitment to teaching in the Department's degree courses and third-cycle activities including PhD and postgraduate courses. Teaching will be carried out in Italian and in English language (when necessary).

Maximum number of publications: 14

Language skills: English language proficiency is required to be ascertained through evaluation of the documentation submitted.

No. 1 full professor position

Recruitment field: 11/D1 (Pedagogy and History of pedagogy)

Scientific-disciplinary sector: M-PED/01 (General and Social pedagogy)

Degree class: LM-85 (Pedagogical sciences)

Type of scientific-teaching commitment: from a scientific point of view, the position requires contributions to the progress of the fields of study of the Department through national and international research regarding the topics that characterize the scientific-disciplinary sector defined in the call. Special reference is made to pedagogical issues related to the analysis and socio-educational transformations of the contemporary world and the world of work. The applicant will also have to participate in conferences as a speaker, in scientific committees of a journal and/or publishing series and their possible direction, and national and international research projects and scientific associations. From an instructional point of view, considering the present and future needs of the Department, the position requires a qualified commitment to teaching in the Department's degree courses and third-cycle activities including PhD and postgraduate courses. Teaching will be carried out in Italian and in English language (when necessary).

Maximum number of publications: 14

Language skills: English language proficiency is required to be ascertained through evaluation of the documentation submitted.

Department of Law

No. 1 full professor position

Recruitment field: 12/G1 (Criminal Law)

Scientific-disciplinary sector: IUS/17 (Criminal Law)

Degree class: L-14 IECOLS (Legal services)

Type of scientific-teaching commitment: it will be required to carry out research and teaching activities, integrative and student service activities in the area of Criminal law.

Maximum number of publications: 12

No. 1 full professor position

Recruitment field: 12/H1 (Roman law and rights of antiquity)

Scientific-disciplinary sector: IUS/18 (Roman law and rights of antiquity)

Degree class: L-14 IECOLS (Legal services)

Type of scientific-teaching commitment: from a scientific point of view, the applicant's commitment is to carry out intensive research activities in the scientific-disciplinary sector IUS/18. The research should be original and preferably international in scope, focusing on public law, and private law, with an interdisciplinary approach and in the field of the so-called auxiliary disciplines (legal epigraphy and papyrology, exegesis of sources); attraction of funding, also abroad, design, organization and conduct of research work based on local, national and international collaboration networks. From an instructional point of view, the professor is required to carry out teaching, supplementary teaching and student service activities for the entire spectrum of courses relevant to the scientific-disciplinary field of IUS/18, including in English.

Maximum number of publications: 20

Department of Humanities - Languages, Linguistic Mediation, History, Letters, Philosophy

No. 1 full professor position

Recruitment field: 10/D1 (Ancient history)

Scientific-disciplinary sector: L-ANT/03 (Roman history)

Degree class: LM-84 (Historical Sciences)

Type of scientific-teaching commitment:

Maximum number of publications: the scientific commitment should concern studies on the history, institutions and antiquities of the Roman world, from the origins to the end of the ancient era, with particular attention to the municipalization of ancient Italy and the Romanization of the provinces, also using the epigraphic sources of everyday life declined in a historical key. The professor will have to support and carry out with his/her skills the research activities active at the Department in the sector L-ANT/03, in particular those on the Epigraphy of Piceno and Adriatic Umbria, on the Roman Cyrenaica and the eastern Adriatic, using historiographical and epigraphic sources in Greek and Latin. The professor will also have to coordinate the Digital Epigraphy Laboratory and direct the cataloguing of the epigraphic heritage of Marche. He/she will be involved in the study of inscriptions as part of the Archaeological Missions included in the

Department's research projects and will be expected to contribute to the Department's Third Mission, engaging in high scientific dissemination, communication and transmission of knowledge of Roman history to the general public. From an instructional point of view, the professor will be engaged, under the relevant regulations in force, in teaching activities related to L-ANT/03, active in the following three-year degree programs in Humanities (L-10) Philosophy (L-5). He/she will be also engaged in the following Master's programs in Classical and Modern Philology (LM-14/15), History and Archaeology for Innovation (LM-84), and Philosophical Sciences (LM-78).

Maximum number of publications: 15

Art. 2

Admission requirement for selection

The selection is reserved for the applicants who are in possession of at least the following requirements:

- a) Those who have been awarded eligibility under Law no. 210/1998, limited to the period of duration of the eligibility itself, as provided for by Article 29 paragraph 8 of Law no. 240/2010;
- b) Full professors already in service at another university in the same recruitment field indicated in the call;
- c) Those who have achieved the national scientific qualification under Article 16 of Law no. 240/2010 for the recruitment field and the functions outlined in the call;
- d) Those who are permanently assigned abroad to research or deliver instruction at the university level in positions at the same level as those outlined in the call based on the tables of equivalencies as per Ministerial Decree no. 456 of 10 May 2023.

Candidates must satisfy the requirements of admission to the selection procedure on the date of the deadline for submitting applications, under penalty of exclusion.

The following individuals cannot take part in the call procedure and shall therefore be excluded from the procedure:

- a) Those individuals who do not possess the admission requirement in (a), (b), (c) or (d) herein above;
- b) Those individuals who do not enjoy civil and political rights;
- c) Those individuals who have been dismissed or disqualified from employment at a public administration;
- d) Those individuals who have been debarred from other public employment, under Article 127 letter d) of Presidential Decree no. 3 of 10 January 1957;
- e) Those individuals who, at the time of application, have a relationship of kinship or affinity, including to the fourth degree, with a professor of the Department marketing the call, or with the Rector, the Director General or a member of the Board of Directors.

Art. 3

Application and submission deadline

The application for admission to the selection process, documents and publications relevant to the application have to be submitted exclusively by electronic means, under penalty of exclusion by connecting to the following web page:

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

no later than 11:59 pm (Italian time) on the thirtieth day following the date of publication of the notice in the Official Gazette of the Italian Republic.

No other means of submitting applications or documentation are allowed. After the aforementioned deadline, no supplemental documentation can be submitted.

The applicant must have an e-mail address to register with the system. He/she must enter all data required for applying and attach all documents in electronic format (PDF).

The application form must be completed in all its parts.

Until the deadline for submission of the application, the procedure allows the data inserted to be saved in “draft” mode, enabling it to be modified and/or supplemented.

Within the aforementioned period, the application for admission to the procedure must be definitively completed and the date of electronic submission will be certified by the computer system by using a receipt that will be automatically sent by e-mail. Once the application has been submitted and the confirmation e-mail has been received, it will no longer be possible to access the application to modify it, but may only be withdrawn by clicking on the withdrawn button on the home page (dashboard). If necessary, the applicant may submit a new application.

At the end of the submission deadline, the system will no longer allow access and submission of the online application.

Each application will be assigned a numerical identifier that, together with the **Competition code 2024PO001**, must be specified in any communication relating to the procedure.

Submission of the application for admission must be perfected and completed in the following manner:

1. **A digital signature**, by using a smart card, a digital signature USB token or remote signature, which enables the holder to sign documents digitally:
 - In the case of a smart card or a digital signature USB token, the device for the digital signature has to be compatible with the ConcorsiOnLine system. If it is compatible, the holder may sign the application directly on the server (eg. ConFirma);
 - In the case you do not have a digital signature device compatible with the system ConcorsiOnLine or you are a remote signature holder with access to a portal for the signing of generic documents, you have to save the PDF file generated by the system on your computer and, without making any changes, digitally sign it in CADES format. A file with a.p7m extension will be generated and has to be uploaded into the system. It should be noted that any changes made to the file before the digital/remote signature will prevent the automatic verification of the correspondence between the content of this document with the original.
2. By accessing the procedure through **SPID**. In this case, no signature will be required when applying.
3. In case of unavailability of digital signature or access through SPID, the candidate has to save the PDF file generated by the system on his/her PC and, without making any changes, print it out and sign the last page of the printout in full by hand. This document has to be scanned and uploaded into the system.

Failure to sign the application will result in exclusion from the procedure.

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

Art. 4

Content of the application for admission

To apply, the candidates must:

- 1) Select the position for which they wish to apply;
- 2) Declare, under Articles 46 and 47 of Presidential Decree 445 of 28/12/2000, that they assume responsibility for the truthfulness of the statements made in the application and that they are aware of the penal sanctions provided for by Articles 75 and 76 of the said decree;

- 3) Declare that they have read the information notice on the processing of personal data and authorize the Holder and the Manager to process personal data under the terms specified in said policy;

In the application, the candidate takes full civil, penal and administrative responsibility upon declaring:

- 1) Their name and surname, gender, place and date of birth, citizenship, tax code, address of residence, address for any eventual communication (if different from residence), telephone and electronic contact details for the recruitment procedure;
- 2) They meet the requirements mentioned in the art. 2;
- 3) They enjoy civil and political rights in their home country and country of origin;
- 4) They have not been dismissed or discharged from employment with a public administration for persistent inadequate performance and have not been disqualified from state employment, under Article 127 paragraph 1 letter d) of Presidential Decree 3/1957;
- 5) They have no relationship of kinship or affinity, up to the fourth degree inclusive, with a professor belonging to the Department which is issuing the call, or with the Rector, General Manager or a member of the Board of Directors;
- 6) They have not been reported criminal convictions and do not have ongoing criminal proceedings; otherwise, the reported convictions (the date of the measure and the judicial authority that issued it) and the pending criminal proceedings must be indicated.

The existence of a previous criminal conviction is not in itself an obstacle to recruitment unless it is a conviction for a crime that prevents the establishment of an employment relationship with the public administration because it results in the prohibition from public office, or the inability to contract with the public administration, or the extinction of the employment relationship (Articles 28, 29, 32-ter, 32-quarter, 32-quinquies of the Penal Code, Articles 3,4, 5, Law No. 97 of 27 March 2001). In other cases, it will be the responsibility of the Administration to independently ascertain the seriousness of the criminally relevant facts committed by the person concerned, for access to public employment;

- 7) The University where their academic qualifications were earned and the date of their conferral (for candidates referred to in Article 2, first sentence, letter a) of this notice);
- 8) They have an adequate knowledge of the Italian language (for candidates who are foreign citizens);
- 9) The address the candidate elects for the procedure, as well as a telephone number and an email address. Any changes must be immediately communicated to the Human Resources Area - University Personnel Office by e-mail to concorsidocenti@unimc.it indicating in the subject the numerical identifier associated with the application and the contest code.

The applicants must also attach the following documents to the application, in PDF format only:

- 1) A photostatic copy of a valid form of identification;
- 2) A curriculum vitae indicating their scientific and teaching activities;
- 3) The publications they intend to submit for evaluation for the application will be submitted according to the modalities described in Article 5 below; The candidate may specify which publications are indexed in databases and to which database reference is made;
- 4) For candidates belonging to the category referred to in the first sentence of Article 2, letter b) of this call for applications, a declaration in lieu of certification under Article 46 of Presidential Decree no. 445/2000 attesting the service performed in the current position at their University and the remuneration;

Mere reference to documents or publications already submitted to this or another administration, or documents or publications attached to another application for participation in another competition is not permitted.

The University accepts no responsibility for the loss of communications due to incorrect information on the candidate's address or failure or delay in communicating a change of address indicated in the application.

The University also accepts no responsibility for any failure to deliver or late delivery of communications relating to the procedure due to computer errors or in any case attributable to third parties, unforeseeable circumstances or force majeure.

Under Presidential Decree No. 445/2000, the University reserves the right to carry out appropriate checks on the truthfulness of the content of the substitute declarations.

Art. 5

Publications

The scientific publications that the candidate intends to produce for the selection procedure must be sent, numbering them in sequential order, exclusively utilizing the online procedure referred to in Article 3 of this notice. The files (in *.pdf* format) must be free of macro-instructions and executable codes and must have a maximum size of 30 MB.

The number of publications that the candidate intends to submit for the selection must not exceed the number indicated in Article 1 of this notice. If this number is exceeded, the Committee will evaluate them according to the order in which they are included in the procedure as per Article 3, up to the established limit.

The legal obligations must be fulfilled for all publications.

Any publications sent in by methods other than those defined in this article will not be taken into consideration by the Committee.

Art. 6

Exclusions and waiver of participation in the selection

Candidates are admitted with reservation to the selection process.

Exclusion due to failure to meet one of the requirements of the present call for applications may be determined at any time by the justified decision of the Rector.

Candidates who, following the submission of their application, intend to withdraw their application can send to the Human Resources Area - University Personnel Office, via e-mail to concorsidocenti@unimc.it a notice of withdrawal accompanied by a photocopy of a valid ID, indicating the numerical identification associated with the application and the competition code.

The waiver shall take effect from the first useful meeting of the Selection Board following the date of receipt.

Art. 7

Selection Committee and relative requirements

A Selection Board is appointed for the selection procedure referred to in this call for applications, formed per the procedures outlined in Article 4 of the "*Regulations governing the appointment of tenured full and associate professors*" of the University of Macerata, promulgated with D.R. no. 333 of 2 October 2019.

Committee members must not find themselves in situations of incompatibility and conflict of interest per Article 51 of the Italian Code of Criminal Procedure, with the Code of Ethics of the University of Macerata and with the A.N.A.C. directives concerning the sharing of economic or life interests between examiner and competitor.

The Board carries out its work in the presence of the members and can make use of electronic tools for collective work.

At its first meeting, the Board, after electing its chairman and secretary from among its members, predetermines the criteria and parameters for assessing the candidates, without having had access to the list of candidates and the documentation they have produced.

The report will be sent to the person in charge of the procedure referred to in Article 11 of this notice, who shall ensure that they are published at least seven days before the continuation of the proceedings by publishing them on the institutional website at <https://www.unimc.it/it/ateneo/bandi-e-concorsi/bandi-personale-docente/concorsi-ai-sensi-dellart-18-legge-240-2010>.

At the following meeting, the board will examine the applications submitted and outlined in the minutes that each of the board members are not incompatible or in a conflict of interest as indicated herein above. Subsequently, the board will express individual and collective evaluation of the candidates based on their scientific publications, curriculum vitae and teaching activities.

After examining the applications, the committee will carry out a comparative evaluation of the candidates and put them to a vote. The committee will indicate the winning candidate approved by a majority vote for the subsequent call by the Department. If no candidate is eligible, the committee will state so and provide the reasons.

Once the committee has concluded its work, it will submit the minutes of the proceedings to the person in charge of the procedure.

The proceedings of the committee foresee the compilation of the minutes of the individual meetings. The individual and collective judgments made on each candidate form an integral and necessary part of the minutes.

The work of the committee must be completed within three months from the date of publication of the Rector's decree of appointment in the official online register. The Rector may extend the deadline for the conclusion of the procedure for one time only and no more than two months.

In the event that the work is not completed by the established deadline, the Rector, by means of a justified provision, shall initiate the procedures for the replacement of the members who are responsible for the causes of the delay, and at the same time establish a new deadline for the conclusion of the work.

Art. 8

Verification of the validity of the proceedings

The Rector, by his decree, will verify, within thirty days from the delivery of the reports, the regularity of the acts, following a preliminary investigation by the competent offices, and will declare the name of the winning candidate.

The decree will be published on the official *online* notice board of the University on the institutional website. It will be notified to all the candidates and forwarded to the Department that requested the announcement for the subsequent requirements.

From the date of publication of the decree on the University's official online notice board, the deadlines for any appeals begin to run.

In the case the Rector finds irregularities in the proceedings, he/she will send the documents back to the committee with a justified provision, assigning a deadline.

Art. 9

Call

Within two months from the date of the decree ascertaining the regularity of the proceedings, the Board of the Department that requested the recruitment will propose the call per the procedures set out in Article 6 of

the "Regulations for the discipline of the call of tenured full and associate professors" of the University of Macerata, issued by the Rector's Decree no. 333 of 2 October 2019.

The resolution will be adopted by the Board of Directors.

Art. 10

Appointment

The candidate selected will be notified of the appointment and invited to submit the necessary documents for the appointment ordered by a decree of the Rector.

The rules regarding the legal status, rights and duties of professors and the economic and social security treatment of teaching staff as provided for by the regulations in force shall apply to the tenured person.

Art. 11

Processing of personal data

The personal data transmitted by candidates with their application to take part in the public selection procedure are collected and processed by the University of Macerata, which is the data controller, in compliance with current privacy legislation (Legislative Decree no. 196/2003 and subsequent amendments and additions), solely to manage this procedure.

For all information, please refer to the "University of Macerata's data protection notice" published at the link: <https://www.unime.it/it/privacy-policy>

Art. 12

The person in charge of the procedure

The person in charge of the procedure covered by this notice is Dr. Simona Paielli of the Human Resources Area - Teaching Staff Office - tel. no. 0733.2582663-2622-2423-2417, e-mail concorsidocenti@unime.it.

Art. 13

Publication of notice

This notice is published on the University of Macerata's website at <https://www.unime.it/it/ateneo/bandi-e-concorsi/bandi-personale-docente/concorsi-ai-sensi-dellart-18-legge-240-2010>, on the official online notice board of the University, as well as on the websites of the Ministry of University and Research and of the European Union. The notice of the call for applications is published in the Official Gazette of the Italian Republic.

Macerata

Rector

Prof. John Mc Court

