

FREE UNIVERSITY OF BOZEN-BOLZANO

**SELECTION PROCEDURE
for the conferral of**

1

**fixed-time RESEARCH ASSISTANT CONTRACT
for
COLLABORATION at RESEARCH ACTIVITY**

Vice Rector's Decree
of 04.12.2019
no. 104/2019

FREE UNIVERSITY OF BOZEN-BOLZANO
VICE RECTOR'S DECREE
no. 104/2019

Selection procedure for the awarding of 1 fixed-time research assistant contract for collaboration at research activity

THE VICE RECTOR

IN VIEW OF the Statute of the Free University of Bozen-Bolzano;

IN VIEW OF the law 30th December 2010, no. 240, stating "Provisions concerning the organization of universities, academic personnel and recruitment, as well as the delegation of the Government for providing incentives for the quality and efficiency of the university system", and in particular its art. 22 concerning the awarding of research assistant contracts for the performance of research activity;

IN VIEW OF the Ministerial Decree 9th March 2011, no. 102, determining the gross minimum amount of the research assistant contract advertised according to Art. 22 of the law 30th December 2010, no. 240;

IN VIEW OF the 'Regulation of the research assistant contracts according to Art. 22 of the law 240/2010, in force;

IN VIEW OF the 'Regulation concerning the remuneration of researcher and holder of research assistant contracts, in force;

IN VIEW OF the deliberation of the Faculty Council of the Faculty of Computer Science from 14.11.2019, no. 116/2019, requesting the awarding of 1 fixed-time research assistant contract for collaboration at research activity in the disciplinary-scientific sector INF/01 (Computer Science);

VERIFIED that the fixed-time research assistant contracts for collaboration at research activity requested by the Faculty enjoy the necessary financial backing;

DECREES

Art. 1

Object of the selection procedure

Faculty of Computer Science

Number of places: 1

PIS: 156234 (IN2094)

CUP: I54I19001060005

Supervisor: Prof. Giancarlo Guizzardi

Disciplinary-scientific sector: INF/01 (Computer Science)

Competition sector: 01/B1 (Computer Science)

Title of research project: NeXON: Foundations of Next-Generation Ontology-Driven Conceptual Modeling

Place of work: Bolzano-Bozen

The gross annual remuneration: 22.581,58 Euro

Duration of the contract: 12 months. Renewable 1 time for 12 months, provided that the performed activity received a positive evaluation and the necessary funds are available

Description of the research activity:

This project aims to lay out the foundations of next-generation conceptual modeling languages, methodologies and computational support tools. Particularly, it targets improvements to existing engineering tools in order to better support the construction of so-called Reference Conceptual Models, or Reference Ontologies. These artifacts must be both expressive enough and ontologically and cognitively well-grounded such that they could effectively support the tasks of semantic interoperability and information federation in critical domains. As concrete outcomes of this project, we expect to develop philosophical and cognitive foundations for conceptual modeling as well as computational supporting tools for reference conceptual model construction and validation.

Additional research activities in the context of other research projects on similar topics may be defined in due course with the mutual agreement between research assistant and supervisor. If the supervision of this activity taking place within another project is done in detail by a different professor/researcher, the main supervisor has to explicitly countersign the part of the report regarding the activity on additional research projects.

Minimum curricular requirements necessary in order to carry out the research with details of the scientific and professional profile required for the research activity:

Academic titles:

PhD or equivalent foreign study title in Computer Science

Research methods and capabilities/abilities:

- Experience with <quantitative and/or qualitative> research methods as documented in the curriculum vitae (e.g. education, certificates, reports and publications, participation to projects).
- Competences in the Ontological Analysis, Analysis and Engineering of Modeling Languages based on Foundational Ontologies

Research and work experience:

Research experience in the area of Ontology-Driven Conceptual Modeling, Foundational Ontologies (in particular, UFO) as documented in the curriculum vitae by publications, working papers, project management and participation in international conferences

Type of selection: based on qualifications

The assessment criteria:

Will be defined in the first meeting of the Selection Committee.

Maximum number of publications, that will be evaluated: 10

Total minimum score in order to declare the candidate suitable for the position:

Will be defined in the first meeting of the Selection Committee.

Art. 2

Requirements for admission

- 1) Candidates must have completed the requirements at the expiry date for submission of the applications for admission to the selection procedure.

The Commission of selection, for the sole purpose of the aims of the present selection procedure, will evaluate the equipollence of the candidate's qualification title conferred abroad.

Art. 3

Accumulation prohibition

- 1) The research assistant contract may not be combined with awarded study grants, except those awarded by national or foreign institutions to integrate the research activity for stays abroad, and with other research assistant contracts awarded by other institutions.

Art. 4

Incompatibility and compatibility

- 1) The following cannot be holder of research assistant contracts:
 - a) the personnel of the University, of public research and experimentation institutions and bodies, of the Agency for the New Technologies, Energy and Sustainable Economic Development (ENEA) and of the Italian Space Agency (ASI), as well as of institutions whose degree of scientific specialization has been recognized as equipollent to the qualification of research doctor following Art. 74, paragraph 4, of the DPR no. 382/1980;
 - b) the personnel in service by public administrations other than those indicated in letter a), except in case of unpaid leave by that administration, for the period of length of the research assistant contract;
 - c) relative or relative by marriage up to the fourth degree, with a professor of the Department awarding the research assistant contract, with the Rector, the Director or with a member of the University Council of the University;
 - d) those attending university courses (triennial university degree or university degree pre-reform regime), a specialist or magister degree, a research doctorate with grant or medical specialization, in Italy or abroad.
- 2) The research assistant contract is furthermore incompatible with other contracts for research activities conferred by the Free University of Bozen-Bolzano.
- 3) The research assistant holder cannot exceed the total duration of 6 years of the contracts under Art. 22 of the law 30th December 2010, no. 240 as amended (Research assistant contracts) including renewals and contracts between different universities, public, non public or telematic ones, and with bodies as provided in Art. 22, paragraph 1 of the law no. 240/2010, as well as the duration of the contract according to the present call (the period of a Research assistant contract during a PhD study place with grant does not count within the regular study period).
- 4) The research assistant holder cannot exceed the superior limit of twelve years, also non continuous periods, therefore considering the total duration of the contracts under Art. 22 (Research grants) and Art. 24 (Fixed-term researcher) of the law 30th December 2010, no. 240, also between different universities, public, non public or telematic ones, and with bodies as provided in Art. 22, paragraph 1 of the law no. 240/2010, as well as the duration of the contract according to the present call.
- 5) The conferral of a research assistant contract is compatible with a collaboration contract or an intellectual work contract for research activities awarded by other universities and institutes in Italy and abroad, by approval of the supervisor.
- 1) The holder of the research assistant contract upon authorisation of the supervisor is allowed to do didactic activities (lessons, exercises, laboratories, supplementary didactic activities) for a maximum of 60 hours per academic year at the Free University of Bozen-Bolzano and/or at other Universities/Institutions, provided that this activity does not interfere with the research activities.

The didactic activities at the University is decided by the Faculty upon consent of the holder of the research assistant contract and assigned directly. The didactic activity is remunerated by the University according to "*vigenti tariffari in materia di docenza a contratto e delle vigenti disposizioni in materia di collaboratori didattici*".
- 2) When the research assistant signs the contract he has to submit a declaration as per D.P.R. 445/2000 which lists the previous research assistant contracts and fixed-term researcher contracts as per law 30th December 2010, no. 240 and states that he is not in a situation of incompatibility.

Art. 5

Application

1) Candidates must apply for the post using the **online application form** available at the following link:
<https://www.unibz.it/en/home/position-calls/positions-for-academic-staff/?group=18>

2) After opening this link the candidate then fills out the online application form following the instructions given. In particular, the system requires the registration of the applicant, who will be provided with the necessary access credentials to submit the application: therefore, the applicant must start the registration procedures well in advance of the deadline for submission of applications.

The system also requires the telematic transmission of titles and publications, as well as the sending in electronic format of your identity document and other documents that you intend to attach to the application form.

3) The application for participation in this selection procedure must be completed electronically by 12.00 noon on 20.12.2019, otherwise the applicant will be excluded from the selection procedure.

4) Any publications or documents proving the possession of qualifications received by this University after the deadline for submission of applications to participate in the evaluation will not be taken into consideration.

5) For information and/or help in filling out or submitting the application form, candidates can contact the Personnel Office Academic Staff (Ufficio Personale accademico) – Piazzetta Franz Innerhofer 8, 39100 Bolzano, Italy.

The Personnel Office Academic Staff is open for the public:

Monday to Friday 8.30 a.m. - 12.30 p.m.

By phone: +39-0471-011322/011310/011312/011364 **(On the closing day of the call, assistance is guaranteed from 8.30 a.m. to 10.00 a.m.)**

and e-mail: personnel_academic@unibz.it

The assistance to the on-line compilation can be requested to the e-mail box indicated above, also within the on-line procedure; **the assistance will be given within the third working day from the receipt of the request.**

6) In the application, the applicant, in addition to the data relating to surname, first name, place and date of birth, nationality, residence, has to declare under his own responsibility:

a) the enjoyment of the full political and civil rights and the municipality on whose electoral rolls he is registered, or the reasons for non-registration or removal from those lists; candidates who are citizens of foreign states must declare that they enjoy civil and political rights in the states to which they belong or from which they come, or the reasons for non-enjoyment of those rights;

b) the possession of the academic qualification indicated in art. 1, indicating the date and institution at which it was obtained and the possible possession of the PdD or equivalent foreign qualification, indicating the date and institution at which it was obtained;

c) that they do not currently hold, and have not previously held, the position of full or associate professor or researcher (permanent) at an Italian University;

d) that they have read the call and accept it;

e) that the publications submitted are in conformity with the originals;

f) that what is stated in the CV is true;

g) that they do not exceed the total duration of 6 years of the contracts under Art. 22 of the law 30th December 2010, no. 240 as amended (Research assistant contracts) including renewals and contracts between different universities, public, non public or telematic ones, and with bodies as provided in Art. 22, paragraph 1 of the law no. 240/2010, as well as the duration of the contract according to the present call (the period of a Research assistant contract during a PhD study place with grant does not count within the regular study period);

h) that they do not exceed the superior limit of twelve years, also non continuous periods, therefore considering the total duration of the contracts under Art. 22 (Research grants) and Art. 24 (Fixed-time researchers) of the law 30th December 2010, no. 240, also between different universities, public, non public or telematic ones, and with bodies as provided in Art. 22, paragraph 1 of the law no. 240/2010, as well as the duration of the contract according to the present call;

- i) that they do not have a degree of kinship or affinity up to and including the fourth degree with a professor belonging to the structure that makes the proposal for the activation of the contract, or with the Rector, the Director or a member of the University Council;
 - j) domicile to which to address communications relating to the procedure (any change in the data must be promptly communicated in writing to Personnel_Academic@unibz.it)
 - k) that they have read the data protection instructions as per art. 13 GDPR (2016/679) and to know that the supplied data, as well special categories of data (sensitive and judicial data) will be used exclusively for this selection procedure and the possible conclusion of the contract as per GDPR.
- 7) In addition, candidates are obliged to declare the following where applicable:
- a) Any employment past or present in the public Italian administration. In the case of terminated employment, candidates must declare the reason for the termination of the contract of employment if it falls into one of the following categories: removal; release for persistent poor performance; debarment from the post pursuant to Article 127 (1) (d) of Consolidated Act 3/1957; dismissal for disciplinary reasons.
 - b) Regarding military service, Italian citizens who are eligible must either have already done it or been exempted from doing it.
- 8) The disabled candidate must specify the help needed in relation to his/her disability, as well as any additional time required to complete the tests, in accordance with the law 5 February 1992, No 104.
- 9) At the end of the online registration procedure, after entering the required data, the candidate has two options to validate the application:
- self-declaration: the system will produce a statement that the applicant must print out, sign in full (handwritten signature) and scan the documents in PDF or JPG format. The document obtained in this way must be attached by the candidate to the application in the appropriate section together with a copy of a valid identity document in PDF or JPG format;
 - digital signature of the full application document: the applicant must download the PDF document of the application and digitally sign it as indicated by his signature service provider. The document thus obtained must be attached by the candidate to the application in the appropriate section.
- Only at the conclusion of one of the two validation methods will it be possible to complete the online registration procedure, at the end of which the candidate will receive a message confirming the transmission to the address given during registration. Because this message has the value of a receipt, in case of non-receipt you must contact the Personnel Office Academic Staff at the above addresses to verify that the application has been registered correctly.
- 10) Those who do not attach the self-declaration produced by the system, duly signed, or the digitally signed application document the will be excluded from the procedure.**
- 11) The Administration does not assume any responsibility in the event of dispersion of communications resulting from incorrect domicile details from the applicant or due to failure to notify the change of address indicated in the application, or due to late notification of the change of address indicated in the application, or due to any postal or telematic errors that are not attributable to the administration itself.

Art. 6

Presentation of qualifications and publications for EU citizens

- 1) During the procedure of filling in and **submitting the application online**, it is necessary to attach the required documentation, using the formats specified in the procedure.
- 2) Italian citizen or a citizen of the European Community can use self-declarations as per art. 46 and 47 of the D.P.R. 28th December 2000, no. 445. The states, facts and personal qualities are considered valid, without prejudice to the possibility for the University to carry out appropriate checks, even on a sample basis, on the truthfulness of the same.

The candidate must authorise unibz to verify the declarations with the competent bodies. **Those who do not enclose the signed verification authorisation will be excluded from the procedure.**

- 3) If you are an Italian citizen or a citizen of the European Community, you must attach the following files to your application:

1. curriculum vitae in English (in PDF format) according to the attached format;
2. publications in PDF format considered useful for this procedure including the thesis of the PhD (if the doctoral thesis is to be submitted as one of the publications, it will be counted in the maximum number of publications to be submitted as per art. 1). For publications accepted, but not yet published, it is necessary to enclose the documentation proving acceptance (The doctoral thesis is also taken into account in the absence of these conditions). Publications made by means other than printing (electronic works) are likely to be evaluated without the need to comply with the formalities laid down for printed works.

If the applicant has submitted more than 10 scientific papers, the Commission will take into consideration the maximum number of papers in the following order of priority of the entries made:

- b) Publications-contributions in volume
- c) Publications - Journals
- d) Publications-Monographs, scientific papers or PhD thesis
- e) Publications - Contribution in conference proceedings

In application of art. 33 DPR 28.12.00, n. 445, for publications drawn up in a different foreign language from English, French, German and Spanish, a translation into Italian must be attached, certified by the competent Italian diplomatic or consular representation or by an official translator.

The Commission of Selection may ask candidates to integrate their publications in English, French, German or Spanish by sending them a translation into Italian.

3. If the qualification was obtained abroad, a copy of the academic title must be attached, together with a translation into Italian certified by the competent Italian diplomatic or consular representation or by an official translator (translation is not necessary in the case of academic titles issued in German and English).

If the title is already declared equivalent, only the relevant documentation must be attached.

Those who do not enclose the copy of the academic title, and if necessary, the translation, or the document certifying equivalence will be excluded from the procedure.

4. documents, or self-declarations, attesting to the possession of any other qualifications considered useful for the purposes of the evaluation.
 5. valid identity document.
- 4) The University cannot accept or request original certificates issued by the Italian Public Administration.**
- 5) Consequently, if such certificates are attached to the application, they will not be taken into account for the purposes of the comparative assessment.**

Art. 7

Presentation of qualifications and publications for NON-EU- citizens

- 1) During the procedure of filling in and submitting the application online, it is necessary to attach the required documentation, using the formats specified in the procedure.
- 2) For Non-EU-citizens legally residing in Italy, the provisions of the D.P.R. 445/2000, art. 3 apply, which allow the use of the self-declarations as per art. 46 and 47 of the D.P.R. 28th December 2000, no. 445 only if it is a question of proving states, facts and personal qualities that can be certified by Italian public bodies. Therefore, in the case of Non-EU citizens, except in the case mentioned above, the states, facts and personal qualities must be proven through the production of certificates or attestations issued by the competent authority of the foreign state.
- 3) Documents by *NON – EU- citizens* are submitted telematically and may be subject to verification by the person in charge of the procedure, also with the request for the paper document. Additionally the applicant must authorise unibz to verify the submitted documents with the competent bodies. **Applicants who do not enclose the signed authorisation for verification will be excluded from the procedure.**

- 4) In application of art. 33 DPR 28.12.00, n. 445, for documents drawn up in a different foreign language from English, French, German and Spanish, a translation into Italian must be attached, certified by the competent Italian diplomatic or consular representation or by an official translator.

The Commission of Selection may ask candidates to integrate their publications in English, French, German or Spanish by sending them a translation into Italian.

- 5) If you are a NON – EU- citizen, you must attach the following files to your application:

1. curriculum vitae in English (in PDF format) according to the attached format;
2. publications in PDF format considered useful for this procedure including the thesis of the PhD (if the doctoral thesis is to be submitted as one of the publications, it will be counted in the maximum number of publications to be submitted as per art. 1). For publications accepted, but not yet published, it is necessary to enclose the documentation proving acceptance (The doctoral thesis is also taken into account in the absence of these conditions). Publications made by means other than printing (electronic works) are likely to be evaluated without the need to comply with the formalities laid down for printed works.

If the applicant has submitted more than 10 scientific papers, the Commission will take into consideration the maximum number of papers in the following order of priority of the entries made:

- b) Publications-contributions in volume
- c) Publications - Journals
- d) Publications-Monographs, scientific papers or PhD thesis
- e) Publications - Contribution in conference proceedings

In application of art. 33 DPR 28.12.00, n. 445, for publications drawn up in a different foreign language from English, French, German and Spanish, a translation into Italian must be attached, certified by the competent Italian diplomatic or consular representation or by an official translator.

The Commission of Selection may ask candidates to integrate their publications in English, French, German or Spanish by sending them a translation into Italian.

3. If the qualification was obtained abroad, a copy of the academic title, certified by the competent Italian diplomatic or consular representation, must be attached, together with a translation into Italian certified by the competent Italian diplomatic or consular representation or by an official translator (translation is not necessary in the case of academic titles issued in German and English).

If the title is already declared equivalent, only the relevant documentation must be attached.

Those who do not enclose the certified copy of the academic title, and if necessary, the translation, or the document certifying equivalence will be excluded from the procedure.

4. documents, or self-declarations, attesting to the possession of any other qualifications considered useful for the purposes of the evaluation.
 5. valid identity document.
- 6) **The University cannot accept or request original certificates issued by the Italian Public Administration.**
- 7) **Consequently, if such certificates are attached to the application, they will not be taken into account for the purposes of the comparative assessment.**

Art. 8

Exclusion from participation at the selection procedure

- 1) The candidates are admitted conditionally at the selection procedure. Therefore exclusion because of not meeting the requirements for participation can be made at any stage of the procedure by decree of the rector.
- 2) In particular, are excluded those:
 - a) those who do not attach the self-declaration produced by the system, duly signed or the digitally signed application document;

- b) those who do not enclose the copy of the academic title, and if necessary, the translation, or the document certifying equivalence will be excluded from the procedure as per art. 6;
- c) those who do not enclose the certified copy of the academic title, and if necessary, the translation, or the document certifying equivalence as per art. 7;
- d) those who do not enclose the authorization to verify the declarations and submitted documents with the competent bodies as per art. 6 and 7;
- e) presenting applications which, for any reasons, are not sent by the final deadline indicated in art. 5, paragraph 1 of the present call;
- f) those who do not enclose a valid identity document.

Art. 9

Renunciation of participation

- 1) The renunciation of participation at the selection procedure must be sent to the person in charge of the procedure (e-mail: personnel_academic@unibz.it).
- 2) Renunciation takes effect from the Commission's first meeting following the date of its receipt.
- 3) The absence of the candidate at the interview, whatever the cause, is considered implicit renunciation to the selection procedure.

Art. 10

Commission of Selection

- 1) The commission of selection is composed of three members, who are professors or researchers at Universities in Italy and/or abroad. One member must be a full or associate professor and only one member can be a fixed-time researcher.

The members of the Commission of selection must be active in the relevant research area or in the disciplinary area the research project or the research activity refers.

- 2) The members of the Commissions of selection are appointed by the Department requesting the selection procedure.
- 3) The Commission of selection is appointed by special provision to be published also on the University's web page.
- 4) The Commission of selection remains in charge for six months and may be renewed only once and for not more than four months.

In case the work has not been completed within the extended period, the Rector, with due provision, will start procedure for the replacement of the Commission or the members responsible for the delay, establishing at the same time a new term for the conclusion of the work.

Art. 11

Selection of the candidates

- 1) The comparative assessment is based on qualifications and, if provided by the call, examination/s.

The commission of selection evaluates up to a maximum of 10 publications.

The evaluation commission may hold all meetings in telematic form, provided that all documents of all candidates are also available in electronic form.

The interview may be performed also by videoconference, if the commission of selection approves it and the public session is guaranteed. At least one member must be present at unibz.

- 2) In case one or more examinations are provided, the dates will be notified to the candidates not less than 10 days before taking place, with indication of the time and place they are being held.

To sit the examination/s, the candidate must be equipped, with the exclusion of others, of one of the following currently valid documents of recognition provided in art. 35, paragraph 2 of the D.P.R. 28th

December 2000, no. 445: identity card, passport, driving licence, railway record-book, postal card, firearms licence. The mentioned documents must contain a recent photograph of the candidate and her/his signature be authenticated by a mayor or a public notary.

- 3) At the end of its work, the Commission of selection, on the basis of the scores assigned for the qualifications, publications and the examinations, if provided, compiles the merit ranking of the suitable candidates. Minority positions should be recorded, indicating, in relation to the number of research assistant contracts to confer, the candidates which the research contracts are conferred.

Art. 12

Publicity and transparency of the selection procedure

- 1) The Commission of selection gives communication of the record containing the final merit ranking to the person in charge of the procedure for the subsequent measures.
- 2) In case procedural errors are discovered, the records are returned with due provision to the Commission of selection for regularization within the term indicated in the provision.
- 3) The results of the assessment will be published also on the University's web page.

Art. 13

Validity of the ranking according to merits

- 1) The merit ranking lasts up to 14 months before the conclusion of the research project.
- 2) In case of withdrawal from the contract, the contract is awarded to the first suitable candidate according to the order of the respective ranking, subject to verification of financial cover for at least 12 months.

Art. 14

Formalization of the relationship

- 1) The University stipulates with the first candidate in the merit ranking a contract, regulating the forms and modalities of the collaboration activity and the allotment of the research assistant contract.
- 2) The contract may be renewed within the maximum term of 3 months after its expiry and is subject to the following conditions
 - a) it is necessary to complete the project;
 - b) the actual financial resources are available;
 - c) a positive assessment by the supervisor, on the basis of a report drawn up by him, and the positive opinion of the Dean or the Vice Dean for Research.
- 3) The research assistant contracts are in no way considered a dependent employment relationship and do not confer rights for access to the University staff.
- 4) The winner of the present selection procedure must fulfill the duties provided by the University regulation for the conferral of research assistant contracts.

A copy of the regulation is delivered to the holder of the research assistant contract at the stipulation of the contract.

- 5) The research activity the winner has to complete must have the following features:
 - a) temporally defined;
 - b) connected with the fulfillment of a research program or a stage of it;
 - c) autonomous performance, under the direction of the supervisor, of the program, without predetermination of working hours.

Art. 15

Rights and duties of the assistant researchers

- 1) The holder of the research assistant contract undertakes research activities provided by the research programs adopted by the related Department. He/she may collaborate with students in research activities relating to his/her degree thesis, participate at examination commissions and perform formal and informal didactic exercises.
- 2) The holder of the research assistant contracts may participate at groups and at research projects of the University/the Departments. The performance of those research activities does not confer a right of payment of a separate compensation.
- 3) The holder of the research assistant contract upon authorisation of the supervisor is allowed to do didactic activities (lessons, exercises, laboratories, supplementary didactic activities) for a maximum of 60 hours per academic year at the Free University of Bozen-Bolzano and/or at other Universities/Institutions, provided that this activity does not interfere with the research activities.

The didactic activities at the University is decided by the Faculty upon consent of the holder of the research assistant contract and assigned directly. The didactic activity is remunerated by the University according to "*vigenti tariffari in materia di docenza a contratto e delle vigenti disposizioni in materia di collaboratori didattici*".

- 4) The research assistant contract holder, in order to carry out the research activity, may use the facilities of the Department he/she belongs and make use of the services available to the researchers according to the regulations in force.
- 5) The research activity is performed at the Faculty or elsewhere, if authorized by the supervisor. The in advance authorized expenses for missions are refunded according to "*vigente regolamento in materia di viaggi di servizio*."

Art. 16

Supervisor and entrusted tasks

- 1) The Department the research assistant contract holder belongs nominates a professor or researcher or a fixed-time researcher (if the contract is longer than the contract of the research assistant) as supervisor for the research activities, guiding and directing the research activities undertaken by the research assistant contract holder.
- 2) The supervisor must collect and assess the concise and the final relation as per art. 17, paragraph 1. He/she further must report to the Responsible of the Department and to the Personnel Academic Staff the defaults of the contract holder, also in relation to possible suspensions of payments, except in case of grave default constituting cause of resolution by law of the contract.
- 3) In order to elaborate the contract the supervisor has to inform the Personnel Academic Staff about the commencement of the contract and has to send a detailed description (in accordance to the call) of the research activity with indication of possible subgoals which have to be achieved at determined deadlines during the project.

Art. 17

Control modalities, assessment of the activity performed by the research assistant contract holders and causes of resolution of the contract

- 1) In addition to the achievement of the possible subgoals as per art. 9 paragraph 3 the holder of the research assistant contract must annually present a short paper about the research activity performed and the results attained, which, with the assessment of the supervisor attached, is sent to the presidency of the Department concerned.
- 2) The research assistant contract holder must also produce a detailed final relation explaining the performed activity and the results attained, which, with the assessment of the supervisor, is submitted, within 45 days preceding the end of the contract, to the presidency of the Department concerned.
- 3) The non-presentation of the reports within the provided terms causes the suspension of payment of the following installments.

- 4) In case the research assistant contract holder, after having started the research activity, does not continue it, regularly and continually, for the whole duration of the research assistant contract without justified reason or is responsible for grave and repeated misdemeanor, the procedure for resolution of the contract will be started.
- 5) The contract will be terminated in the cases provided by paragraph 6 with deliberation of the concerned Department.
- 6) The contract will be terminated in the following cases:
 - grave and proven misdemeanor of the research assistant contract holder, reported by the supervisor or by the responsible of the concerned Department;
 - unjustified missed beginning or unjustified delay of the activity;
 - unjustified suspension of the research activity for a period which is prejudicial to the research program;
 - grave violation of the incompatibility rules provided by the present Regulation.

Art. 18

Forfeiture and withdrawal

- 1) Forfeit the right for the research assistant contract:
 - a) Those who do not submit a declaration as per D.P.R. 445/2000 which lists the previous research assistant contracts and fixed-term researcher contracts as per law 30th December 2010, no. 240 and states that he is not in a situation of incompatibility as per art. 4;
 - b) Those not initiating the activity within the indicated terms lose the right for the research assistant contract.
- 2) The holder of the research assistant contract may withdraw from the contract by observing a 30 (thirty) day notice. In case of written consent by the supervisor, the notice may not be considered.
- 3) Possible postponements of the date of beginning of the period of enjoyment of the research assistant contract may be awarded to winners proving to have to fulfill the military duties and to working mothers (legislative decree. no. 151/2001).

Art. 19

Attendance of research doctorate courses

- 1) The holder of the research assistant contract may attend research doctorate courses without scholarships even in supernumerary, without prejudice of getting through the admission tests.
- 2) The University Council, before the beginning of the academic year, after having heard the departments, determines, for each doctorate course, the maximum number of research assistant contract holders admitted to attend doctorate courses in supernumerary.

Art. 20

Economic and fiscal treatment, social security

- 1) The amount of the remuneration is determined by the University Council, in respect of the minimum limits determined with Ministerial Decree.
- 2) The remuneration is paid in monthly installments. The monthly gross amount is determined by dividing the annual gross remuneration with the number of months of the contract's duration plus one.
- 3) Mission expenses will be taken from the fund of the person responsible of the research project.
- 4) The research assistant contract for collaboration at research activities under the present call is free of income tax. In relation to fiscal matters the provisions of Art. 4 of the law 13th August 1984, no. 476 with subsequent modifications and integrations are applied.

- 5) The University provides for the insurance covering in relation to risks of accidents at work and civil responsibility, applying the fiscal and social security disciplines provided by Art. 22, paragraph 6, of the law no. 240/2010.

Art. 21

Protection of personal data

- 1) With reference to the provisions of the European Regulation 2016/679, the Free University of Bozen-Bolzano, as data controller of this selection procedure, informs that the data contained in the application documents will be used exclusively for the implementation of this selection procedure and the possible conclusion of the contract (see enclosed data protection instructions). The winner of the selection procedure will be appointed as an external data processing manager at the time of the appointment.

Anthesi Srl, with registered office in via Segantini 23, 38122 Trento (TN), is the external data processing manager, limited to the online management of the online application.

Art. 22

Person in charge of the procedure

- 1) In accordance with the law 7th August 1990, no. 241, the person in charge of the procedure of the present selection is Dr. Paola Paolini – Head of the Personnel Office Academic Staff – Piazza Università, 1 - C.P. 276 – 39100 Bozen-Bolzano – tel. +39 0471 011310, e-mail: personnel_academic@unibz.it.
- 2) On the web page <https://www.unibz.it/en/home/position-calls/positions-for-academic-staff/?group=18> expressly dedicated to the selection procedures are available all relating information about the progress report of the Commission of selection's works as well as the relating deadlines.

Art. 23

Referring provisions

- 1) For anything that is not expressly considered in the present announcement, reference shall be made, where applicable, to the norms cited in the preamble of the present decree and any related laws in force.

Bozen-Bolzano, 04.12.2019

Decree no. 104/2019

THE VICE RECTOR

Prof. Johann Gamper

