

Published on 17/10/2023

D.D. no. 2503 issued on 17/10/2023 Reference no. 2209

Application deadline 06/11/2023 no later than 13:00 (1:00 pm)

Selective public procedure aimed at the recruitment of a second-level technologist with a fixed-term and full-time employment contract, D3 reference salary category, lasting 18 months, at the Department of Systems Medicine of "Tor Vergata" University of Rome, as part of the National Recovery and Resilience Plan (PNRR), Mission 6 *Health*, Component 2 *Innovation, research and digitization of the National Health Service*, Investment 2.1. *Enhancement and enhancement of NHS biomedical research*, for the realization of the research project "*Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity*" (project code: PNRR-MR1-2022-12376594; CUP E85E22000560001), funded by the European Union - NextGenerationEU.

THE GENERAL MANAGER

GIVEN the law of 7 August 1990, n. 241 and subsequent amendments and additions, laying down rules on administrative procedure and the right of access to administrative documents and subsequent amendments and additions;

GIVEN the law of 5 February 1992, n. 104 "*Framework law for the assistance, social integration and rights of the disabled*";

CONSIDERING the D.P.C.M. 7 February 1994, no. 174 "*Regulation containing rules on the access of citizens of the Member States of the European Union to jobs in public administrations*" and subsequent amendments and additions;

GIVEN the Presidential Decree 9 May 1994, no. 487 "*Regulation laying down rules on access to employment in public administrations and the methods of conducting competitions, single competitions and other forms of recruitment in public employment*" and subsequent amendments and additions;

GIVEN the law of 15 May 1997, no. 127, containing "*Urgent measures for the performance of administrative activity and decision-making and control procedures*" and subsequent amendments;

GIVEN the Legislative Decree of 25 July 1998, no. 286, containing the "*Consolidated text of provisions concerning the discipline of immigration and rules on the condition of foreigners*" and subsequent amendments and additions;

CONSIDERING the Decree of the President of the Republic 31 August 1999, n. 394, concerning the "*Regulation containing implementation rules of the consolidated text of the provisions concerning the discipline of immigration and rules on the condition of the foreigner, pursuant to art. 1, paragraph 6, of Legislative Decree 25 July 1998, n. 286*";

GIVEN the law of 12 March 1999, n. 68, "*Regulations for the right to work of the disabled*" and the relative implementing regulation issued with Presidential Decree 10 October 2000, no. 333;

GIVEN the Presidential Decree 28 December 2000, n. 445 "*Consolidated text of legislative and regulatory provisions on administrative documentation*" and subsequent amendments;

GIVEN the legislative decree of 30 March 2001, n. 165 "*General rules on the organization of work employed by public administrations*" and subsequent amendments and additions;

GIVEN the legislative decree of 30 June 2003, n. 196 *“Code regarding the protection of personal data”* and subsequent amendments and additions, and the legislative decree 10 August 2018, n. 101 *“Provisions for the adaptation of national legislation to the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016, relating to the protection of individuals with regard to the processing of personal data, as well as the free movement of such data and repealing Directive 95/46 / EC (General Data Protection Regulation)”*;

GIVEN the Decree of the President of the Republic 11 February 2005 no. 82 *“Regulation containing provisions for the use of certified electronic mail, pursuant to art. 27 of the law of 16 January 2003 n. 3”*;

GIVEN the legislative decree of 7 March 2005, no. 82 *“Digital Administration Code”* and subsequent amendments and additions;

GIVEN the legislative decree 1st April 2006, no. 198 *“Code of equal opportunities between men and women, in accordance with Article 6 of Law no. 246”*;

CONSIDERING the Decree of the President of the Republic 30 July 2009 no. 189 *“Recognition of foreign qualifications for access to public competitions”* and in particular the art. 2;

GIVEN the Interministerial Decree of 9 July 2009 for the equivalence between the diplomas of old system degrees, specialist degrees (LS) pursuant to D.M. 509/99 and master's degrees (LM) ex D.M. 270/04 for the purposes of participation in public competitions;

GIVEN the law of 30 December 2010, no. 240 and subsequent amendments and additions *“Rules on the organization of universities, academic staff and recruitment, as well as delegation to the Government to encourage the quality and efficiency of the university system”* and, in particular, art. 24bis;

HAVING REGARD to the law of 12 November 2011 no. 183 *“Provisions for the formation of the annual and multi-year state budget”* (stability law 2012) and in particular art. 15, containing rules on certificates and substitutive declarations;

GIVEN the Decree Law of 9 February 2012, no. 5, containing *“Urgent provisions on simplification and development”* converted, with amendments, by law 4 April 2012, no. 35;

GIVEN the law of 6 November 2012, n. 190 containing *“Provisions for the prevention and repression of corruption and illegality in the public administration”* and subsequent amendments and additions;

GIVEN the Legislative Decree 14 March 2013, no. 33 containing *“Reorganization of the regulations concerning the obligations of publicity, transparency and dissemination of information by the Public Administrations”*;

GIVEN the law of 6 August 2013, no. 97 *“Provisions for the fulfillment of obligations arising from Italy's membership of the European Union European Law 2013”* and in particular art. 7 which modified the rules on the access of foreigners to jobs in public administrations;

HAVING REGARD to Decree-Law of 31 August 2013 no. 101, amended by Law of 30 October 2013 no. 125, containing: *“Urgent provisions for the pursuit of rationalisation objectives in public administrations”*;

HAVING REGARD to the CCNL of the four-year regulatory University sector 2006-2009, signed on 16 October 2008, and the CCNL of the Education and Research personnel for the three-year period 2016-2018, signed on 19 April 2018;

HAVING REGARD to Legislative Decree of 15 June 2015 no. 81 *“Organic Regulation of Employment Contracts and Revision of Regulations on Duties, pursuant to Article 1, paragraph 7, of Law No. 183 of 10 December 2014”* and in particular Chapter III, *“Fixed Term Work”*;

GIVEN the law of 19 June 2019, no. 56, concerning *“Interventions for the concreteness of the actions of the public administrations and the prevention of absenteeism”*;

GIVEN the National Recovery and Resilience Plan (PNRR), presented to the European Commission on 30 April 2021 pursuant to art. 18 of Regulation (EU) no. 2021/241 and approved by decision of the ECOFIN Council of 13 July 2021 notified to Italy by the General Secretariat of the Council with note LT161/21 of 14 July 2021;

GIVEN the Decree-Law of 31 May 2021, no. 77, converted with amendments by Law of 29 July 2021, no. 108, containing *“Governance of the National Recovery and Resilience Plan and first measures to strengthen the administrative structures and to speed up and streamline procedures”*;

GIVEN the Decree-Law of 9 June 2021, no. 80, converted with amendments by law 6 August 2021, no. 113, containing *“Urgent measures to strengthen the administrative capacity of public administrations functional to the implementation of the National Recovery and Resilience Plan (PNRR) and for the efficiency of justice”*;

GIVEN the D.P.C.M. 9 July 2021 establishing the identification of the central administrations that are holders of interventions envisaged in the National Recovery and Resilience Plan (PNRR), pursuant to article 8, paragraph 1 of the Decree-Law of 31 May 2021, no. 77;

GIVEN the Decree-Law of 6 November 2021, no. 152, converted with amendments by law 29 December 2021, no. 233, containing *“Urgent provisions for the implementation of the National Recovery and Resilience Plan (PNRR) and for the prevention of mafia infiltrations”*;

GIVEN the Circular of the Ministry of Economy and Finance no. 4 of 18 January 2022, concerning the *“National Recovery and Resilience Plan (PNRR) - article 1, paragraph 1 of decree-law no. 80 of 2021 - implementing indications”*;

GIVEN to the Interministerial Decree of 7 December 2021, which adopts the guidelines aimed at promoting equal gender and generational opportunities, as well as the employment inclusion of people with disabilities in public contracts financed with the resources of the National Recovery and Resilience Plan and the Plan National for investments complementary to the PNRR (PNC), established with the Decree-law 6 May 2021, no. 59;

GIVEN that the National Recovery and Resilience Plan (PNRR) is part of the Next Generation EU (NGEU) economic recovery project in response to the pandemic crisis generated by COVID-19 and is developed around three strategic axes shared at European level - *Digitization and Innovation, Transition Ecology, Social Inclusion* – divided into six Missions or main thematic areas and 16 components;

NOTING that Mission 6 Health, Component 2 Innovation, Research and Digitization of the National Health Service, Investment 2.1. *Enhancement and empowerment of NHS biomedical research*, consists in *“strengthening the biomedical research system through two lines of action: a) financing Proof of Concept projects (PoC), supporting the development of technologies with a low degree of technological maturity and promoting the transfer of technologies to industry; b) the funding of programmes or research projects in the field of rare diseases and rare cancers and other highly disabling diseases”*;

HAVING REGARD to the first public notice for the submission and selection of research projects to be financed with the funds of PNRR, published on the institutional website of the Ministry of Health on 20 April 2022 and on the Italian Republic’s Official Journal;

GIVEN the Directorial Decree of 2 November 2022, no. 27, registered with prot. no. 1054 by the Central budget office on 18 November 2022 with the approval of Mission 6 - Component 2 - Mission 6 - Investment 2.1, with consequent admission to the relative financing;

CONSIDERING that on 13 December 2022 the Ministry of Health announced the admission to the financing, amounting to € 900,000.00, of the project "PNRR-MR1-2022-12376594 *Implementation of an Italian Network for advanced diagnosis and treatment targeted of inborn errors of Immunity*" - Scientific Manager - Prof. Raffaele Badolato, presented by the Head of the Territorial Hospital of Brescia in partnership with IRCCS Ospedale San Raffaele, "Tor Vergata" University of Rome and Federico II University Hospital - Naples;

GIVEN the agreement, signed on 29 December 2022, between the Ministry of Health, the Lombardy Regional Government and the Principal Investigator, aiming to regulate terms and conditions, including economic ones, for the execution of the PNRR-MR1-2022-12376594 Project;

HAVING REGARD to the Memorandum of Understanding for the implementation of the research project "PNRR-MR1-2022-12376594 *Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity*", funded by the PNRR, Mission M6, Component C2, Investment 2.1. (Principal Investigator: Prof. Raffaele Badolato) stipulated on 28 August 2023, between the Social and Health territorial Companies of Brescia Hospitals, the IRCCS San Raffaele Hospital, "Tor Vergata" University of Rome and the Federico II University Hospital - Naples, aimed at "*regulate the modalities and terms of the collaboration between them for the purpose of the realization of the Project, in compliance with the terms of the Convention, as well as the Executive and Financial Plan submitted*";

CONSIDERING that within the scope of the aforementioned project it is necessary to proceed with the recruitment, among other things, of technologists referred to in art. 24bis of the law of 30 December 2010, n. 240 (*in the text in force before the entry into force of the law of 29 June 2022, n. 79 of "Conversion into law, with amendments, of the decree law of 30 April 2022, n. 36"*);

GIVEN the Statute of "Tor Vergata" University of Rome, issued with Rector's Decree no. 3427 of 12 December 2011 and subsequent amendments and additions;

GIVEN the Ethical Code of "Tor Vergata" University of Rome;

GIVEN the Ethical Code for employees of "Tor Vergata" University of Rome;

GIVEN the University Regulations for the recruitment of fixed-term technologists pursuant to art. 24 bis of the law n. 240/2010 and regulation of the employment relationship, issued with Rector's Decree no. 1619 of 6 July 2021, published on 12 July 2021;

HAVING REGARD to the resolution of the Department of Systems Medicine Council, taken during the sitting of 8 May 2023;

HAVING REGARD to the resolution of the Board of Directors, taken during the sitting of 26 December 2023, with which was approved the activation of the selective public procedure aimed at the recruitment of a second-level technologist pursuant to art. 24bis of the Law of 30 December 2010 no. 240, with a fixed-term and full-time employment contract, D3 reference salary category, lasting 18 months, at the Department of Systems Medicine of "Tor Vergata" University of Rome, as part of the National Recovery and Resilience Plan (PNRR), Mission 6 *Health*, Component 2 *Innovation, research and digitization of the National Health Service*, Investment 2.1. *Enhancement and enhancement of NHS biomedical research*, for the realization of the research project "*Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity*" (project code: PNRR-MR1-2022-12376594; CUP E85E22000560001), funded by the European Union – NextGenerationEU, and with the resources of the above mentioned project;

HAVING REGARDS to the above mentioned resolution of the Board of Directors, with which the necessary financial cover is established;

DECREE

Art. 1 - Call for the selective public procedure

1. The following selective public procedure is announced for the purpose of recruiting a second-level technologist, with a fixed-term and full-time employment contract, as part of the National Recovery and Resilience Plan (PNRR), Mission 6 *Health*, Component 2 *Innovation, research and digitization of the National Health Service*, Investment 2.1. *Enhancement and enhancement of NHS biomedical research*, for the realization of the research project "*Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity*" (project code: PNRR-MR1-2022-12376594; CUP E85E22000560001), funded by the European Union – NextGenerationEU:

<p>Mission 6 Health</p> <p>Component 2 <i>Innovation, research and digitization of the National Health Service</i></p> <p>Investment 2.1. <i>Enhancement and enhancement of NHS biomedical research</i></p>	
<p>Research project</p> <p><i>"Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity"</i></p>	
Reference salary category	D3
Commitment scheme	Full time
Place of reference and service	Department of Systems Medicine
Term of the contract	18 months
Scientific project	<p>Title – <i>"Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity"</i></p> <p>Project code: PNRR-MR1-2022-12376594</p> <p>CUP: E85E22000560001</p> <p>Reference Professors: Prof. Viviana Moschese and Prof. Caterina Cancrini</p>

2. The position referred to in this call is based on the resources of the PNRR, M6, C2, Investment 2.1. for the realization of the research project "*Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity*" (project code: PNRR-MR1-2022-12376594; CUP E85E22000560001), funded by the European Union – NextGenerationEU.

Art. 2 - Professional profile

1. The second-level technologist, within the framework of the directives given to him, carries out tasks of revision, analysis, technical collaboration related to the research activity planned in relation to the research

project entitled “Implementation of an Italian Network for advanced diagnosis and targeted treatment of inborn errors of Immunity” with responsibility for the technical correctness of the solutions adopted.

2. In particular, the sought-after figure will have to carry out the aforementioned activities with particular regard to the following areas:

- analysis and testing of biological samples using specialised laboratory equipment;
- development, analysis and interpretation of test results;
- material management, sample acceptance, labelling and storage;
- work planning, prioritisation according to shared criteria.

3. This requires the following knowledge and skills (advanced level):

- immunology and mechanisms underlying primitive immunodeficiency;
- Cell and molecular biology concerning the study of primitive immunodeficiencies;
- NGS techniques;
- cytofluorescence and immunofluorescence applied to primitive immunodeficiencies.

4. The following shall also be required:

- (a) knowledge of English (excellent level);
- (b) digital skills (advanced level) in terms of Office package, internet, e-mail, main social networks;
- (c) strong organizational skills and attention to detail; strong problem solving and critical thinking skills; excellent collaboration and communication skills.

Art. 3 - Admission requirements

1. For admission to the selective public procedure referred to in the previous art. 1 the following requirements are required:

1) be in possession of:

first requirement	
Degree (previous degree system) in Biological Sciences or equipollent degrees and/or equivalent to the above mentioned, as detailed in the ministerial table at the link: https://www.istruzione.it/archivio/web/universita/equipollenze-titoli/equipollenze-tra-titoli-accademici-del-vecchio-ordinamento.html	
or	
Specialist degree (D.M. n. 509/1999) in one of the equivalent classes - according to the ministerial tables currently in force - to the above-mentioned areas (<i>Biological Sciences and equipollent and/or equivalent degrees</i>)	
or	
Master's degree (D.M. n. 270/2004) in one of the classes equivalent - according to the ministerial tables currently in force - to the above-mentioned areas (<i>Biological Sciences and equipollent and/or equivalent degrees</i>)	
as well as	
second requirement	
particular professional qualification obtained:	at least one year previous work experience consistent with the activity to be carried out

	or
	from the following post graduate qualification: PhD in Applied Immunology and Biotechnology or Professional qualification to the Biologist Profession or research grants and/or postgraduate research grants
or	
<i>first requirement</i>	
Bachelor's degree (i.e. Degree according to the definition in Ministerial Dcree of. 3 November 1999, no. 509 or according to the definition in Ministerial Decree of. 22 October 2004, no. 270) in one of the classes equivalent - as detailed in the ministerial table currently in force - the areas indicated above (Biological Sciences and equipollent and/or equivalent degrees)	
as well as	
<i>second requirement</i>	
particular professional qualification obtained:	at least three years previous work experience consistent with the activity to be carried out
	or
	from the following post graduate qualification: first level University Masters or research grants and/or postgraduate research grants consistent with the activity to be carried out

For qualifications obtained abroad, candidates are required to attach the provision relating to the legal recognition of the qualification held (*equipollence/equivalence*) with the Italian diploma, issued by the competent authorities. For any information regarding the procedure for the recognition of the legal value of the foreign qualification in Italy, candidates are invited to consult the following links:
<https://www.miur.gov.it/web/guest/titoli-accademici-esteri>
<http://www.funzionepubblica.gov.it/strumenti-e-controlli/modulistica>
<http://www.cimea.it/it/servizi/procedure-di-riconoscimento-dei-titoli.aspx>

In the event that, at the time of submitting the application, the procedure for issuing the provision relating to the legal recognition of the qualification held (*equipollence/equivalence*) is in progress, candidates are required to produce the receipt certifying the presentation of the request without prejudice to the obligation - **under penalty of forfeiture - to present the aforementioned provision for the purpose of stipulating the contract.**

The lack of the provision relating to the legal recognition of the qualification held (*equipollence/equivalence*) or of the receipt of the presentation of the relative request **determines the exclusion from participation in the public selective procedures or the impossibility of establishing the employment relationship.**

It should be noted that only the "*Declarations of Value*" of the security are not useful for the purpose.

- 2) to have Italian citizenship or citizenship of another member state of the European Union. Furthermore, pursuant to art. 38, paragraphs 1 and 3 bis of the legislative decree n. 165 of 2001 and subsequent amendments, the family members of a citizen of one of the Member States of the European Union, not

having the citizenship of a Member State, who are holders of the right of residence or the right of permanent residence and citizens of Third Countries who are holders of the EC residence permit for long-term residents or who are holders of refugee status or subsidiary protection status, as well as those who are in any case in possession of one of the residence permits provided for by current legislation on immigration, which allows the stipulation of employment contracts of a subordinate nature with the public administration.

- 3) enjoy civil and political rights (foreign citizens must declare that they enjoy civil and political rights even in the States of origin or origin or the reasons for non-enjoyment).
- 4) not having received criminal convictions or other measures that exclude from taking up employment or causes them to be removed from employment in public administrations.
- 5) 5) to be in compliance with the laws on military service obligations (this requirement is required only for Italian male citizens born within 1985).
- 6) not having been excluded from the active political electorate.
- 7) not having been dismissed or dispensed from employment in a public administration for persistent insufficient performance and not having been declared forfeited from state employment pursuant to art. 127, letter d), of the Presidential Decree n. 3 of 1957.
- 8) to have physical capability for continuous and unconditional service for employment to which the selective procedure relates (this requirement is not required for disabled people).
- 9) be not less than 18 years old and no more than the statutory age envisaged for termination of service once the age limit has been reached.
- 10) have adequate knowledge of the Italian language (this requirement must be provided by foreign citizens only).
- 11) not have a degree of kinship or affinity up to and including the fourth degree with a professor belonging to the proposing structure, with the Rector, with the General Manager or with a member of the Board of Directors of "Tor Vergata" University of Rome.

2. The prescribed requirements must be possessed, under penalty of exclusion, on the expiry date of the deadline for submitting applications for admission to the procedure. Candidates are required to promptly notify any changes that may occur in relation to the possession of the requirements for admission.

Art. 4 - Applications for admission - Terms and procedures

1. To participate in the competition, candidates draw up the application according to the format published, together with the announcement, on the website of "Tor Vergata" University of Rome at the following link:
https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondo_livello
and attached to this letter decree (Annex A).
2. Candidates are required to send the application, addressed to the General Manager of "Tor Vergata" University of Rome, Via Cracovia, 50, 00133 Roma, duly signed and accompanied by the attachments indicated in paragraph 8 of this article, to penalty of exclusion, **within the peremptory deadline of 13:00 on the twentieth day following that of the publication of the Directorial Decree calling the procedure on the institutional website.**
3. The application and related attachments must be sent in PDF format by certified e-mail (PEC) to **protocollo@pec.torvergata.it**, quoting in the subject line: "*Domanda tecnologo secondo livello D3 PNRR - Riferimento n. _____*". It is recommended to (1) to consider for a single PEC a maximum size limit of the annexes of 30 Mbyte, with the possibility to use more successive PEC (suitably numbered) in order to complete the dispatch of the documentation let alone (2) **to use a maximum number of 20 bars to name attached**

files. It should be noted that the validity of the transmission of the certified e-mail message is attested respectively by the acceptance receipt and by the delivery receipt provided by the e-mail manager, pursuant to art. 6 of the Presidential Decree no. 68 of 2005.

4. Without prejudice to the provisions of the previous paragraph, it should be noted that only in case of proven impossibility to activate a certified e-mail (PEC) user, or to use the method of sending the application by PEC - impossibility to be notified in advance to the Administration through timely communication to concorsi@uniroma2.it – the application and its attachments can be submitted by registered mail with return receipt: in this case, candidates are required to send the documentation (not in paper format, but) in pdf on computer storage medium (non-rewritable CD-ROM, with indication of the candidate's name transcribed by hand). The envelope containing the IT support for storing the application and its attachments must be addressed to the General Manager of "Tor Vergata" University of Rome, Via Cracovia, 50, 00133 Rome, and the following data must be written in capital letters on the aforementioned envelope: "*nome e cognome - domanda tecnologo secondo livello D3 PNRR - Riferimento n. _____*". The stamp of the accepting Post Office shall be used for the purpose of verifying that the application has been submitted in time.

5. In the application, candidates are required to declare under their own responsibility pursuant to art. 46 and 47 of the Presidential Decree n. 445 of 2000 and subsequent amendments and additions:

- 1) name and surname (married women must specify their maiden name);
- 2) place and date of birth, residential address, telephone number, certified e-mail address, email address and tax code;
- 3) ownership of Italian citizenship or that of another EU Member State or being a family member of a citizen of one of the EU Member State who, despite not having the citizenship of a Member State, holds the right to residence or the right of permanent residence or to be a citizen of third countries holding the EC long-term residence permit or to be the holder of refugee status or subsidiary protection status;
- 4) possession **of the first as well as the second requisite** referred to in article 3, paragraph 1, no. 1) "*Ammissione requirements*";
- 5) any assessable qualifications referred to in art. 10 of this announcement, deemed useful in order to participate in the interest procedure (these titles will be taken into account only if they are specifically and in detail stated by using the *Annex B*) attached to this decree);
- 6) any qualifications of preference with equal merit provided for by art. 11 of this announcement (these qualifications will be taken into consideration only if they are specifically declared in the application form);
- 7) the enjoyment of civil and political rights (foreign citizens must declare that they enjoy civil and political rights also in their country of origin or origin or the reasons for not enjoying them);
- 8) the municipality in whose electoral lists they are registered or the reasons for non-registration or cancellation from the same electoral lists;
- 9) to be immune from criminal convictions or any criminal convictions reported (even if an amnesty, amnesty, pardon, judicial pardon or plea bargaining sentence has been granted) and any ongoing or pending criminal proceedings against oneself;
- 10) services rendered in public administrations and the causes of termination of previous public employment relationships (this declaration must be made even if negative)
- 11) the current position with regard to military service obligations (the declaration regarding this requirement is required only for Italian male citizens born within 1985);
- 12) physically fit for continuous and unconditional employment, to which the selection procedures refers (this declaration is not required from candidates with disabilities);

- 13) (for applicants who are recognised as disabled persons pursuant act no. 104 of 1992) the request regarding the necessary assistance and/or the need for additional time to carry out the examination tests. In accordance with the current legislation, the request must be supported by a special certificate issued by the competent public health establishment;
 - 14) (for applicants with specific learning disabilities) the request for the necessary aid (including the use of compensatory instruments for difficulties in reading, writing and calculation, and the replacement of the written test by an oral interview) and/or any need for additional time to carry out the examination tests. In accordance with current legislation, the request must be proven by a special certificate issued by the competent public health establishment;
 - 15) to have adequate knowledge of the Italian language (this declaration must be made only by foreign citizens);
 - 16) not having been excluded from the active political electorate;
 - 17) not having been dismissed or released from employment in a public administration for persistent insufficient performance and that they have not been declared forfeited from a state job pursuant to art. 127, first paragraph, letter d) of the Presidential Decree 10 January 1957, no. 3;
 - 18) to not have a degree of kinship or affinity within the fourth degree included with a professor belonging to the proposing structure, with the Rector, with the General Manager or with a member of the Board of Directors of "Tor Vergata" University of Rome.
6. Any changes relating to residence and/or domicile, PEC and e-mail address, as well as telephone number, elected by candidates for the purposes of this procedure, must be communicated by PEC to protocollo@pec.torvergata.it or by e-mail to concorsi@uniroma2.it.
7. The Administration declines all responsibility in the event of dispersion of the communications sent by it, where such dispersion is attributable to incorrect indication of the contact details by the candidate in the application form; failure or not timely communication of the change in the contact details initially indicated by the candidate in the application form; nor assumes any responsibility for any postal or telegraphic errors or for any illegibility of the files transmitted via certified e-mail, which are not attributable to the Administration itself or which are attributable to a third party, fortuitous event or force majeure.
8. Candidates are required **to attach to the application:**
- a) curriculum vitae, drawn up in Italian and possibly also in English, digitally signed or dated and signed with a handwritten signature at the bottom, initialed on each page, with the explicit indication that everything stated is true, pursuant to and for the purposes of articles 46 and 47 of the D.P.R. no. 445 of 2000;
 - b) list of titles that can be evaluated in accordance with and for the purposes referred to in art. 10 of this Directorial Decree, signed digitally or dated, initialed on each page and signed in handwritten form (to be completed by using Annex B) to this decree;
 - c) copy (front and back) of the identity document;
 - d) copy (front and back) of the tax code;
 - e) (for candidates recognized as having a disability pursuant to law n.104 of 1992 and, in application of law n.170 of 2010, for candidates with specific learning disabilities regarding the necessary aid and/or any need for additional time for carrying out the tests, pursuant to the aforementioned laws) certificate issued by the competent public health establishment;
 - f) (only for non-European citizens) copy of the valid residence permit;
 - g) (only for candidates who have obtained their qualifications abroad) decree of equivalence or determination of equivalence or receipt of delivery of the related application requests.

9. Applications sent by certified e-mail or sent after the expiry of the peremptory term established by this article will not be accepted.

10. Failure to sign the application or the lack of the essential information thereof, imply the exclusion from the procedure.

Art. 5 - Waiver of the procedure

1. Candidates who, having proposed their application for admission to the procedure, intend to renounce participating in the procedure itself, are required to submit a specific note (in PDF format), containing the declaration of renunciation, accompanied by a photocopy of the identity document, using one of the following alternative modes:

a) sending by certified e-mail (PEC) to the address protocollo@pec.torvergata.it;

b) sending by e-mail to the address: concorsi@uniroma2.it.

2. The waiver is irrevocable.

Art. 6 - Exclusion from the selective procedure

1. Candidates are admitted to the procedure with reservations.

2. Exclusion from the procedure can be ordered at any time with a managerial measure notified to the excluded candidate.

Art. 7- Examining commission

1. The commission examining the public selective procedure is appointed by decree of the General Manager, upon proposal of the Board of the Department to which the technologist will belong and is made public on the website of "Tor Vergata" University of Rome at the link

https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondo_livello

2. The examining commission is made up of three members, experts in the subjects covered by the selection procedure, chosen from among professors and researchers, including those from outside the University. The examining commission can be assisted by experts to ascertain linguistic and/or IT knowledge, whose opinion the commission will take into account when assigning points. A secretary, chosen from among the technical, administrative and librarian staff of the University, participates in the work of the commission, with functions of taking minutes.

3. The commission is required to conclude its work within three months of the date of the preliminary session.

4. If the works are not completed within the aforementioned term, the General Manager may grant an extension, having assessed the reasons for the request by the chairman of the commission, or with a reasoned provision, start the procedures for the replacement of the components to which the causes of the delay are attributable, at the same time establishing a new and reasonable term for the conclusion of the jobs.

5. The commission carries out its work in the presence of all the members, passes its resolutions with an absolute majority of the members and makes use of telematic tools for collective work.

6. Before the exams are carried out, the commission prepares the outlines of the written exam and the questions to be asked of the candidates for the oral exam and establishes the criteria and methods for evaluating the exams themselves.

7. The criteria and methods for the evaluation of the exams and the qualifications, must be formalised in the relevant minutes in order to justify the scores to be awarded to the titles and individual tests.

Art. 8 - Exams

1. The exams consist of a written test - also with theoretical-practical content - and an oral exam and are aimed at verifying the knowledge, skills and professional qualifications deemed necessary to ensure the correct

performance of the required functions. For foreign candidates, the exams will also be aimed at ascertaining the knowledge of the Italian language.

2. The examining commission has a total of 100 points available, of which 30 are reserved for the written test, 30 for the oral test and 40 for the evaluation of qualifications.

3. The **written test** will consist of multiple-choice questions and/ or open-ended questions and/ or a paper and will focus on one or more of the topics referred to in article 2, paragraph 3 of this decree. For the evaluation of the written test, the commission has 30 points. Candidates who have obtained a score of no less than 21/30 in the written test will be admitted to the oral test.

4. The **oral test** will focus on the subjects referred to in article 2 of this decree, as well as the assessment of knowledge of English language and computer science. For the evaluation of the oral test, the commission has 30 points. The oral test is considered passed if the candidate receives a vote of not less than 21/30. The assessment of the competences referred to in article 2, paragraph 4, letter b) contributes to the assessment of the oral test.

5. The examination of the candidates admitted to the oral exam will be carried out in alphabetical order.

6. The sessions of the examining commission during the oral exam are public and designed to ensure maximum participation.

7. At the end of the oral exam or of each session of the oral exam, the commission will draw up a list of candidates examined with an indication of the marks obtained by each one, which will be posted in the exam venue.

8. The **final score** for each candidate consists of the sum of the mark obtained in the written test, the mark obtained in the assessment of qualifications, referred to in article 10 below, and the score obtained in the oral test.

Art. 9 - Diary of the exams

1. with respect to the relevant statutory notice periods, the exam schedule (date, time and place of performance) will be announced with subsequent notices published on the website of "Tor Vergata" University of Rome at the following link

https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondo_livello

2. the list of candidates admitted to the oral exam, will be announced with subsequent notices published at the above mentioned link.

3. The notices indicated above have the value of notification for all legal purposes. Therefore, candidates are required to present themselves, without further calling or notice, at the venue, on the day and at the time indicated in the notice mentioned in the previous paragraph.

4. it is the exclusive and primary responsibility of candidates to periodically consult the institutional website of the University and, in particular, the page dedicated to the selective procedure (accessible at the address indicated in above mentioned paragraphs 1 and 2) be duly and promptly informed of any update of the procedure.

5. To be admitted to the exams, candidates must have a valid identification document and a receipt certifying the actual forwarding of the application, to be shown in case of need.

6. Failure to present candidates for any of the exams will be considered as definitive manifestation of the will to renounce the procedure, whatever the cause.

Art. 10 - Valuable qualifications

1. The examining commission has 40 points at its disposal for the evaluation of qualifications.

2. The categories of qualifications that can be assessed, as long as they pertain to the activities of the place offered, are the following:

1) educational and training qualifications	Max 15 points:
a) academic qualifications such as post-graduate specialization diploma, research doctorate, university master's degree, university specialization course, if not required by the call as a requirement for access and used for this purpose by the candidate	Max 10 points
b) certificates of training activities with final evaluation issued following the attendance of professional training courses organized by public administrations or private bodies	Max 5 points
2) professional experience	Max 15 points
professional experience gained in the context of employment relationships at "Tor Vergata" University of Rome, public or private entities or in the performance of freelance activities / collaborations / entrepreneurial activities carried out on their own, pertaining to the position sought. The period exceeding that required as an access requirement and used for this purpose by the candidate is subject of evaluation	
3) technical or specialist qualifications	Max 10 points
a) scientific publications: articles published in scientific journals, communications published in conference proceedings, books or contributions to books, patents	Max 8 points
b) participation, as speaker, in conferences, courses and seminars	Max 2 points

3. Qualifications that are already considered as a requirement for admission to this procedure pursuant to article 3 above, will not be assessed.

4. The evaluation of the qualifications, after identification of the criteria, is carried out after the written test and before proceeding with the correction of written exams. The result of the evaluation of qualifications is published on the institutional website of the University of Rome "Tor Vergata", at the link https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondo_livello

5. The qualifications must be held on the date of presentation of the application for admission to the procedure.

6. For the related assessment, **candidates are required to draw up a specific list of documents and qualifications, deemed useful for the purposes of the procedure, using Annex B) to this decree.** In the aforementioned list, candidates are required to specify in an analytical and precise manner every element useful for the purpose of evaluating qualifications and documents as well as for carrying out the necessary checks on the truthfulness of the self-certified data (for example: duration of the employment relationship – dd/mm/yy of start and end of employment, employer, training institution, duration in days of the training course, possible evaluation or final test of the training course, etc.).

7. Qualifications that have not been indicated and detailed in the aforementioned Annex B will not be evaluated.

8. The documents and titles, present in the list drawn up pursuant to the previous paragraphs 6 and 7, of which the presentation of a copy is deemed appropriate, must be accompanied by a self-certification declaration drawn up pursuant to article 19 of the Presidential Decree 28 December 2000, no. 445.

9. As **for publications**, only publications or texts accepted for publication will be evaluated, together with the publisher's confirmation letter, according to current regulations, as well as essays included in collective works and articles published in journals in paper or digital format with the exclusion of internal notes or departmental reports if they do not have an international ISSN or ISBN.

10. For publications published abroad, the following details must be provided: the date, place of publication or, alternatively, the ISBN code or other equivalent.

11. For publications published in Italy, before 2 September 2006, the obligations must be fulfilled according to the forms provided for by art. 1 of the Lieutenant Decree of 31 August 1945, n. 660; starting from 2 September 2006, the obligations must be fulfilled according to the forms established by the law of 15 April 2004, n. 106 and the relative regulation issued with D.P.R. 3 May 2006, no. 252.

12. Publications, documents and titles must be produced in the original language, accompanied by a translation into Italian or English, certified as conforming to the foreign text, drawn up by the competent diplomatic or consular representation or by an official translator, or drawn up by the person presenting the candidacy and declared conforming to the original text by substitutive declaration of the deed of notoriety pursuant to art. 47 of the Presidential Decree 445/2000.

13. The Administration reserves the right to carry out appropriate checks on the truthfulness of the selfdeclarations. Should the untruthfulness of the declaration content emerge from the check, the declarant will forfeit the benefits achieved on the basis of the untruthful declaration, without prejudice to the provisions of art. 76 of the Presidential Decree 28 December 2000, no. 445 and subsequent amendments and additions on criminal penalties.

14. The documents and qualifications declared by the candidates, if requested for investigative purposes at any stage of the procedure, must be presented within the mandatory deadline set by the Administration.

Art. 11 - Preferences with equal merit

1. The categories of citizens who are entitled to a preference for equal merit pursuant to art. 5, paragraph 4, of the Presidential Decree n. 487 of 1994 and subsequent amendments are the following:

- a) those awarded with the medal for military valor;
- b) the mutilated and disabled for service in the public and private sector;
- c) orphans of those who have died as a result of war and the children of the mutilatedn disabled and permanently disabled for reasons of public and private service, including children of health professionals, operators of the profession of social worker and health workers who died as a result of infection with SarsCov-2 contracted in the exercise of their activity;
- d) those who have rendered commendable service in any capacity, for no less than one year in the administration wich held the public competition, where they do not enjoy any other title of preference because of the service provided;
- e) more dependent children;
- f) the mutilated and disabled which do not fall within the scope of point b);
- g) volunteer soldiers of the Armed Forces discharged without demerit at the end of the detention or reenactment;
- h) athletes who have maintained working relationships with State's military sports groups and civil entities;

- i) have carried out, with positive outcome, the further period of improvement at the office for the process pursuant to Article 50, paragraph 1-quater, of Decree-Law 24 June 2014, n. 90, converted, with amendments, by Law 11 August 2014, n. 114;
 - l) have carried out, with positive outcome, the traineeship at the Judicial Offices pursuant to Article 37, paragraph 11, of Decree-Law No. 98 of 6 July 2011, converted, with amendments, by Law No. 111 of 15 July 2011, although not part of the office for trial, pursuant to article 50, paragraph 1-quinques, of decree-law June 24, 2014, n. 90, converted, with amendments, by law August 11, 2014, n. 114;
 - m) have successfully completed the internship at the judicial offices pursuant to Article 73, paragraph 14, of Decree-Law 21 June 2013, n. 69, converted, with amendments, by Law 9 August 2013, n. 98;
 - n) be the holder or have carried out collaborative assignments conferred by ANPAL Servizi S.p.A., in implementation of Article 12, paragraph 3, of Decree-Law 28 January 2019, n. 4, converted, with amendments, by Law 28 March 2019, n. 26;
 - o) to belong to the least represented gender within the administration that is holding the public competition, in relation to the position for which the candidate is applying;
 - p) minor age.
- 2. Preference qualifications of equal merit must be held on the expiry date of the deadline for submitting the application for the admission to the public procedure.
 - 3. Preference qualifications of equal merit are taken into account only if they are declared by the candidate in the application form, specifying the category of membership.

Art. 12 - Formation and approval of the merit ranking

- 1. The merit ranking is formed in descending order of the overall score obtained by each candidate, with the observance, with equal scores, of the qualifications of preference with equal merit declared in the application for admission and specified in the previous art. 11.
- 2. The candidate usefully placed in the ranking is declared the winner within the limits of the place available, under the suspensive condition of the verification of the requirements for admission to employment.
- 3. Subject to verification of the formal regularity of the documents, the merit ranking, together with the winner's declaration, is approved by the General Manager with his own decree.
- 4. The decree, immediately effective, is published within 30 days from the date of the oral exam on the website of "Tor Vergata" University of Rome at the link:
https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondo_livello
- 5. The term for any appeals starts from the date of publication of the directorial decree approving the deeds.

Art. 13 - Establishment of the employment relationship

- 1. The recruitment of the winner of the selection is subject to the absence of regulatory and financial constraints.
- 2. The winner enters into a 18-months full time and fixed-term employment contract with "Tor Vergata" University of Rome as a second-level technologist, regulated by the provisions in force on the matter.
- 3. The winner must take up service within the term indicated in the convocation; failure to take up service, without justified reason, within the established term will result in the forfeiture of the right to stipulate the contract. If the winner takes up service, for a justified reason, late with respect to the deadline set for him, the legal and economic effects start from the day he actually takes up service.
- 4. The fixed-term employment contract established with the technologist is signed by The General Manager.

5. The employment relationship is governed by the individual contract and by the provisions in force regarding subordinate work, also as regards the tax, welfare and social security treatment envisaged for income from employment.
6. The winner of the procedure, is entitled to the economic treatment parameterized to that envisaged for the D3 reference salary category, as stated in the above mentioned resolution of the Board of Directors, taken at the meeting of 26 September 2023.
7. The technologist is subjected to a probationary period lasting one month, which cannot be renewed or extended upon expiry. Once half of the probationary period has elapsed, in the remaining period each of the Parties may withdraw from the relationship at any time without prior notice or indemnity in lieu of notice. The withdrawal of the Administration must be motivated.
8. Once the probationary period has elapsed without the employment relationship being terminated by one of the Parties, the technologist is considered confirmed in service, for the duration of the contract, with recognition of the relative seniority from the day of the probationary hiring.
9. The termination of the employment relationship is determined by the expiry of the term or, once the trial period has elapsed, by the withdrawal of one of the Parties if there is a cause which, pursuant to art. 2119 of the Civil Code, does not allow the continuation, even temporary, of the relationship.
10. In the event of withdrawal, the salary is paid up to the last day of effective service, including the accruals of the thirteenth month's salary and the salary corresponding to the accrued and unused vacation days.
11. The annulment of the selective procedure which constitutes its precondition constitutes a condition for termination of the contract, without prior notice.
12. The contract referred to in this article does not give rise to rights regarding access to the roles of academic staff or technical-administrative staff of the University, nor can it be transformed into an open-ended contract.

Art. 14 - Processing of personal data - Information

1. Pursuant to current legislation, the processing of personal data provided in the application for participation, possibly communicated with supplementary documents of the aforementioned application or otherwise acquired by the "Tor Vergata" University of Rome (e.g. request for verification of the judicial; requests for confirmation of qualifications to schools, universities, etc.), is aimed at the completion and management of the procedure and any recruitment procedure, as well as, where provided for by the notice, for the management of the rankings. The data processing is carried out by authorized personnel and is carried out with the use of procedures, including computerized ones, in the ways and within the limits necessary for the pursuit of the aforementioned purposes.
2. The data controller is the "Tor Vergata" University of Rome in the person of its legal representative the pro tempore Rector, with registered office in Rome (00133), Via Cracovia, 50 (PEC direzione.generale@pec.uniroma2.it)
3. The information, provided in accordance with current legislation, is available on the institutional website at the page:
https://web.uniroma2.it/it/contenuto/trattamento_dei_dati_personali

Art. 15 - Organizational unit responsible and in charge of the procedure

1. The organizational unit responsible for the procedure, pursuant to articles 4 and 5 of the law of 7 August 1990, n. 241 and subsequent amendments, is Directorate V - Division 4 - Competitions Office (e-mail: concorsi@uniroma2.it).
2. The person in charge of the procedure is Dr. Annalisa De Cesare – head of the Competitions Office (email: concorsi@uniroma2.it).

Art. 16 - Final provisions

1. For anything not expressly provided for in this decree and, to the extent compatible, the university regulations in force and those concerning bankruptcy procedures and access to jobs in the public administration apply.
2. This decree is acquired in the official collection of the University and is published on the website of the "Tor Vergata" University of Rome at the link
[https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondo livello](https://web.uniroma2.it/it/percorso/ufficio_concorsi/sezione/tecnologi_di_secondolivello)
3. This decree is also advertised in extracts, in Italian and English, on the following websites:
<http://bandi.miur.it> e <http://ec.europa.eu/euraxess>.

THE GENERAL MANAGER

(Dr. Silvia Quattrociocche)