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Please consider that only the original version in Italian language has legal value

STAZIONE ZOOLOGICA ANTON DOHRN

Selection for recruitment of one Researcher (permanent position) - III professional level - Selection n. 16/2018.

The General Director,

... omissis ...

Declares

Art . 1

Subject of the Call for Selection

It is opened a public competition based on evaluation of titles and qualifications, exams and interview for the recruitment of a Researcher (permanent position) - III professional level, in the field of *Integrative Taxonomy of marine organisms, with competences in the field of taxonomy of vegetal or animal marine organisms, using classic, microscopic and advanced methodologies, with special reference to the use of molecular methodologies and the most recent and innovative techniques, associated to field experience and skills to allow interactions with interdisciplinary working groups.*

Art. 2

Requirements for admission

The participation in the selection is free, and open to all EU citizens.

To be eligible for selection must have the following requirements:

- a) EU citizenship. Family members of citizens of the EU member states can also apply, even without having the citizenship of in one of the EU Member State, as well as citizens of third countries holding residence in EU countries or permit for long-term residents, or having the refugee status or subsidiary protection status;
- b) Master Degree or equivalent Degree in Biological Sciences, or Marine Biology, or Environmental Sciences, or Marine Sciences or similar or equivalent degree.
- c) PhD in the field of the present Selection or consistent with the topic of the Call;

- d) to have no criminal convictions that prevent, in accordance with the current provisions, the establishment of an employment contract with Public Administrations in Italy;
- e) to be not dismissed or laid off from the public service;
- f) to possess all civil and political rights in the Country of origin;
- g) regular position with regard to military service for Italian citizens who are subject to it.

Candidates are also requested to have:

- competences in the field of taxonomy of vegetal or animal marine organisms, using classic, microscopic and advanced methodologies, with special reference to the use of molecular methodologies and the most recent and innovative techniques, associated to field experience and skills to allow interactions with interdisciplinary working groups.
- ISI scientific productivity normalized compared to the scientific seniority (from the achievement of the PhD degree or from the date of the first publication and/or in the last 3 years) ≥ 1 ;

All requirements, under penalty of exclusion, must be fulfilled by the date of the deadline for the application and by the date of the employment.

Candidates in possession of the master degree achieved abroad must provide a declaration of equivalence to the Italian degree, released by Italian authorities. For the request of equivalence, please visit the following links:
<http://www.cimea.it/en/servizi/procedure-di-riconoscimento-dei-titoli/riconoscimento-non-accademico.aspx>;
<http://www.funzionepubblica.gov.it/articolo/dipartimento/22-02-2016/modulo-la-richiesta-dellequivalenza-del-titolo-di-studio-stranieri>.

The candidates without such declaration of equivalence are admitted in any case to the examination. In such a case the candidate must provide its own declaration that the “request for equivalence” has been already submitted. Under penalty of exclusion, the candidate must present the equivalence of the foreign degree to the Administration before signing the contract.

Art. 3 **Submission of applications - Terms and conditions**

The application to the selection must be submitted exclusively through the following address:

<http://www.szn.it/index.php/en/tenders-and-job-opportunities/job-calls>

where the candidate can select the present Call and obtain access to the online forms, upon registration to the system.

The application must be submitted no later than the thirtieth day following the date of publication of the Call in the Official Gazette of the Italian Republic - IV Special Series, at 12.00pm. The date of submission of the application is certified by the online system, which will be closed at the deadline, and will not allow the access to the procedure anymore.

For further information, or in case of any issues in submitting the application, the Candidates can contact the Responsible of the Procedure, indicated in art. 14 of the present Call, from Monday to Friday, 9.30 am - 1 pm GMT +1.

In their application, the candidates must declare, under their own responsibility the following information:

- full name;
- date and place of birth;
- citizenship;
- if the candidate is an Italian citizen, the municipality where he/she is registered in the electoral lists or the reasons for non-registration or cancellation from such a list;
- non Italian candidates must declare to possess all civil and political rights in the country of origin (except for applicants holding refugee status or subsidiary protection status);
- to be exempt of criminal convictions and legal pending proceedings precluding the access to the position or indicate the convictions and pending prosecutions, and their specific content. Alternatively, the declaration “nothing to declare” should be explicitly presented;
- Complete title of the Master Degree, including the date of achievement and the issuing Institute;
- Complete title of the PhD, releasing institution and date of achievement coherent with the topic of the call;
- Complete list of ISI publication along with their scientific productivity, normalized to the number of years from the PhD title (the rate of ISI publication must greater than or equal to 1 per year);
- in case the candidate has any handicap, this should be reported in the application form, stating what help is required in relation to the handicap and the possible necessity of extra time required (ex Art. 20 of the Italian Law 5 February 1992, n. 104);
- Good knowledge of the English language;
- Any services provided by public administrations and the causes of termination of employment;
- of not having been dismissed from the Public Administration for persistent poor performance, or not having been revoked by another

employment for having produced fake or vitiated documents, or not been banned from public office, or not retired;

- previous or current employment in public Administrations, indicating the professional level and position;
- computer skills;
- possession of reserve or preference titles. The titles must be indicated in the application, otherwise they will be not evaluated;
- only for Italian candidates is requested the PEC (certified e-mail address) to be used for official notifications concerning the selection; foreign candidate should indicate their email address; all candidates should also indicate a valid telephone number.

After having completed the online procedure, the system will produce a declaration that the candidate is requested to print, sign, scan and save as a PDF file. This file must be uploaded in the system along with copy of the identity document (please note that the system will require to upload both sides).

Candidates having the kit for digital signature can digitally sign the application.

After submitting the application, the candidate will receive an email confirming the submission. This message has the value of receipt. In case of any issue, please contact the Responsible of the Procedure via pec: rupconcorsi@legalmail.it (for Italian Candidates) or recruitment@szn.it (for EU candidates) in order to verify that the application has been registered.

All communications concerning the Call will be sent to the e-mail address indicated by the candidates.

The Stazione Zoologica Anton Dohrn does not assume any responsibility for any disruption of network connection, nor for the dispersal of communications due to inaccurate transmission of information by the candidate or by failure or late communication of change of address indicated in the application.

Art. 4 Exclusion from selection

Candidates are admitted to the selection on the basis of preliminary screening carried out by the Responsible of the Procedure.

Principles of exclusion:

- applications submitted in a different way from the online procedure reported above;
- applications not fulfilling the requirements listed in Article. 2.

The Director General of the Stazione Zoologica Anton Dohrn may determine the exclusion of the candidate at any time when the lack of requirements has been certified by the Responsible of the Procedure.

A candidate will be excluded from all rights if reasons of exclusion are determined even after the completion of the selection.

False statements can be reported to the competent authorities.

Art. 5 Presentation of titles

The application form must be attached to the *EuroPass Curriculum Vitae* (CV) in which the candidate will detail, in an analytical way, states, facts and personal skills, bringing the exact references and information for the evaluation of each title.

In particular, the CV must contain:

- 1) education and qualifications;
- 2) previous work experiences, stating the candidate's role the employers (public or private Institution) and duration;
- 3) any other scientific, technical, professional and educational activity, the functions performed, the positions held and their duration, the results achieved and the public or private Institutions where they have been undertaken;
- 4) the "Abilitazione Scientifica Nazionale" is one of the criteria of priority;
- 5) full list of the scientific publications (journal papers, technical reports, monographs/books, book chapters) and technological production (national and international patents with information about their exploitation) in addition to:
 - a. total number of ISI publications with Impact Factor;
 - b. total IF (based on the current data available from JCR);
 - c. *H index*;
 - d. Total number of citations.
- 6) The list of publications indexed in the Core Collection of Web of Science, indicating, for each publication, the Accession Number.
- 7) The ISI scientific productivity normalized compared to the scientific seniority of the candidate:
 1. Number of years after the achievement of the PhD degree;
 2. Number of years after the first ISI publication;
 3. Normalized scientific productivity (number of ISI publications with Impact Factor/years of scientific activity).

Please indicate the date when the indices have been determined and the calculation method used (*e.g.*, *Scholar citations*, *Scopus* or *Web of Science*).

The *Curriculum Vitae et Studiorum* must be completed and duly signed by the candidate with a legible signature. All declarations in the CV are considered as affidavits of certification and deed of notoriety according to art. 46 of Presidential Decree 445/2000.

Candidates are also requested to provide copy of the scientific publications in.pdf format and all documents of affidavits of certification and deed of notoriety certifying all titles to be considered for evaluation.

For non Italian candidates, the Curriculum Vitae must be accompanied by the declaration of equivalence to the Italian degree, released by Italian authorities, or alternatively the statement that the “request for equivalence” has been already requested and that the procedures for the evaluations are started.

Under Article 15 of the law 12.11.2011 n. 183 it is forbidden to show to public administrations and private providers of public services certificates issued by the PA concerning states, facts and qualifications that are, therefore, increasingly replaced by the affidavits of certification and deed of notoriety (arts. 46 and 47 of Presidential Decree 445/2000).

The Stazione Zoologica, pursuant to Article 71 and in relation to the Articles n. 75 and 76 of the Presidential Decree 445/2000 and subsequent amendments, carries out control over the reliability of the affidavits.

Art. 6 Examination Committee

1. The Commission will be nominated by the Administration council of the Stazione Zoologica upon proposal of the President and their meetings can be held by teleconference or videoconference.
2. The Decree of nomination will be published on the webpage of the Stazione Zoologica Anton Dohrn at the following link:
<http://www.szn.it/index.php/en/tenders-and-job-opportunities/job-calls>
3. In case of justified waiving or unavailability of one of the members, a deputy member is nominated, by Decree of the President of the Stazione Zoologica Anton Dohrn.
4. The members of the Examining Board are required to declare the absence of conflicts of interest which, in addition to legal obligations, is also extended to one or more of the following cases:

- a. the Member of the Commission does not share professional or private interests with any candidate;
 - b. the member of the commission did not cooperate with a significant part of the publications of any candidate;
 - c. the member of the Commission has no joint publications in the last three years with any candidate.
5. Any changes in the legal status that occurred after the appointment do not affect the quality of the commissioner.
 6. Any requests for rejection by one or more members of the Commission of selection by the candidates, if the conditions set forth in art. 51 of the Civil Code of procedure, must be proposed to the President of the Stazione Zoologica Anton Dohrn within the peremptory term of fifteen days from the date of publication of the decree of appointment. After this deadline, requests for rejection by the commissioners are not admitted.
 7. No later than forty-fifth days from the date of communication of the appointment, the Commission shall hold the first meeting, during which the criteria evaluation of qualifications and examinations, after issuing declarations of non-existence of incompatibility or conflict of interests pursuant to current legislation, are set.
 8. The Commission concludes the Selection procedure within three months from the date of the written test and the entire competition process cannot exceed 4 months from the appointment. The Director General, after consulting the President, with his own decree, may extend the aforementioned term for one time only and for not more than one month in case of objective impossibility on the part of one or more members of the committee.
Failure to comply within the deadline by the examining committee leads to the replacement of one or more members following an explanation of the reasons that led to the delay by the chairman of the examining commission. In this case, the President of the Stazione Zoologica Anton Dohrn provides with its own Decree to identify the new member(s).

Art. 7 Qualifications

For the evaluation of the qualifications, the Commission has a total of 30 points. The qualifications evaluated are:

<i>Curriculum Vitae et Studiorum</i>	Max 10 points
<i>Publications, scientometric indicators and patents</i>	Max 20 points

The evaluation of the *Curriculum Vitae et Studiorum* will essentially be aimed at highlighting the international experience of the candidates, the scientific experience at international level and the capability to promote and manage scientific activities related to the topic of the call. To this end, the Commission

will evaluate the following aspects of the candidates' *Curriculum Vitae et Studiorum* :

- a) ability to attract funds from national and international competitive calls (e.g., national and international research projects, third party contracts), highlighting the positions held and any responsibilities assumed and their relevance;
- b) scientific coordination and/or participation in national and international research projects related to the topic of the present call with particular attention to EU projects;
- c) networking skills and participation in scientific societies;
- d) participation in editorial committees of scientific journals;
- e) experiences in the field and specific national and international competences related to the topic of the Call;
- f) national and international awards and recognitions for research activities;
- g) training activities, including tutoring of master's degree / specialization or doctoral thesis;
- h) third mission activities (technology transfer, patenting, public engagement, etc.).

The evaluation of each title related to the above list is carried out considering specifically the significance that it assumes in relation to the specific role of the candidate, and the quality and quantity of the research activity carried out by the single candidate and in relation to the topic of the call.

The evaluation will consider the level of independence of the candidate in relation to the early training research groups and his ability to work independently.

It is preferential to have performed at least one year (including non-continuable or post-doctoral research) of research activities abroad at universities and/or internationally recognized foreign research centers.

The evaluation of publications, scientometric indicators and patents will be aimed at highlighting the candidates' aptitude, proven by objective elements, to determine significant progress in the research area covered by the present selection, and will include:

1. Consistency of the activity of the candidate with the topic of the Call or with the related interdisciplinary topics (publications not pertinent to the topic of the Call will be excluded from any evaluation);
2. Scientometric values (referred exclusively to the publications related to the topic of the Call) to determine the scientific relevance of the editorial placing of the publications and their spread within the

scientific community, with particular reference to the average IF of the publications, to the placing of the journals in the quartiles of the reference areas;

3. Originality and innovation of the scientific production and methodological strictness;
4. Individual contribution of the candidate, analytically determined in the papers in collaboration.

To facilitate young researchers and promote their recruitment, all titles (as for the scientometric data) will be evaluated taking into consideration the productivity of the candidates (i.e. they will be normalized with respect to the experience as number of years starting from the doctoral thesis or from the date of first publication of the candidate).

The Commission will define the maximum threshold for each category of qualifications.

The qualifications must be available by the deadline of the call.

The evaluation of the qualifications will be carried out after the written exams, before proceeding to the correction of the related documents, only to the candidates who have sustained and passed the tests.

Art. 8 Examinations

1. The exams are divided into:
 - a) two written essays in Italian or English (upon candidate preference), the first with a theoretical content and the second with an applicative type, aimed at ascertaining the possession of skills consistent with the scientific activity indicated in the Call;
 - b) an interview, in Italian or English (upon candidate preference), consisting in the discussion of written essays, curricular experiences and publications.

The interview aims also at ascertaining the knowledge of English and computer skills.

For the evaluation of the exams, the Commission can give the following scores:

- 20 points for the first written examination
- 20 points for the second written examination
- 20 points for the interview.

2. The day(s), place and time of the written examinations, if not defined in the calls, will be communicated to candidates with at least with a fifteen-days notice prior the date of the examinations. The diary of the

exams is also published on the institutional website of the Anton Dohrn Zoological Station at:

<http://www.szn.it/index.php/it/bandi-e-concorsi> .

3. The written examination and the practical/theoretical examinations can be carried out in the same day, if the total time limit of six hours is not exceeded, with the exclusion of additional technical times.
4. The minimum threshold to be admitted to the interview, candidates must obtain at least 14 over 20 points in each of the two written exams.
5. The notice convening the interview, if not defined in the Call, is given at least twenty days before the date of the interview.
Candidates admitted to the interview will be informed of: a) the evaluation of qualifications and the results of the essays; b) location, date and time of the interview.
6. At the end of the interview, the Commission draws up the list of the candidates examined indicating the scores of each candidate. The list, signed by the President and the Secretary of the Commission, is posted in the same day at the official board of the Stazione Zoologica Anton Dohrn.
7. To pass the threshold of the interview, the candidate must obtain a minimum score of 14 over 20 points and at least sufficient judgment concerning English and informatics.
8. Candidates in need of assistance during the examination due to the specific disability, must indicate this need in the application form.
9. To be admitted to the examination tests candidates must present a valid identification document. Candidates absent at the exam tests on the set dates will forfeit their right to participation.
10. At the end of the examinations, the Commission draws up the ranking of merit and indicates the winner, in the person of the candidate who has obtained the highest final score given by the sum of the scores obtained in the evaluation of qualifications and in the individual exams.
11. Pursuant to Legislative Decree 25 May 2017, n. 75 only one candidate is admitted in the ranking for calls containing up to 5 positions with the same profile.

Art. 9

Reserve or preference titles

1. In case of equal merit of two or more candidates who have passed the interview and who intend to assert reserve and / or preference titles, expressly indicated in the application, among those provided for by art. 5 of Presidential Decree 487/94, must send to the Responsible of the procedure, referred to in art. 14 of the Call, to the PEC address: rupconcorsi@legalmail.it, within the peremptory term of fifteen days, starting from the day after the interview, substitutive declarations of certification or of the deed of notoriety pursuant to Articles. 46 and 47

- of the D.P.R. 445/2000, certifying the possession of the aforementioned qualifications on the date of expiry of the deadline for the submission of the application for participation in the competition.
2. Candidates not resident in Italy may send the aforementioned documentation to the e-mail address recruitment@szn.it.

Art. 10

Legality of the acts

Approval of the ranking and nomination of the winner

1. The Director General, within thirty days after reception of the documents by the Commission, after verification of the regularity of the procedure, approves the order of merit with his own provision and nominates the winner.
2. In case of equal merit of two or more candidates, the set of criteria of preference defined in Art. 5 of the Decree of the President of the Italian Republic, May 9, 1994, n. 487, will be applied.
3. In case of procedural irregularities, the documents are returned to the Commission, setting a deadline.
4. The provision referred to in paragraph 1 is published on the website at the address <http://www.szn.it/index.php/en/tenders-and-job-opportunities/job-calls>, and the publication will be notified through the Official Gazette of the Italian Republic.

Art. 11

Recruitment

1. The winner of the selection will be recruited with permanent contract of Researcher - III professional level, and will receive the remuneration set in the National Collective Labour Agreement for Research and Experimentation Institutes.
2. The winner of the selection, who does not start the service within the prescribed time, if not differently agreed or unless prevented from so doing, loses the right to the recruitment.
3. The winner of the selection will have to present, in means and time set by the Office of Human Resources, the documents requested with the letter of recruitment.
4. Based on the provisions of art. 55 quater of the Legislative Decree n. 165/2001 and subsequent amendments and additions, in the case of documentary or declarative falsifications committed for the purposes or at the time of the establishment of the employment, the disciplinary sanction of dismissal without notice is applied.

Art. 12

Privacy policy

1. According to the General Data Protection Regulation (GDPR) n. 679/2016 and the legislative decree, May 18 2018, n. 51, the personal data provided by the candidates will be collected only for the selection purposes and subsequent recruitment.
2. The release of such data is mandatory for the evaluation of the participation requirements, the lack of it may determine the exclusion from the selection.
3. The candidate is entitled to the rights including the access to his/her data as well as some complementary rights including the right to have rectified, updated, completed or deleted any wrong or incomplete data, or data obtained in a way non complying with the law in force, as well as the right to object to the data treatment based on legitimate reasons.
4. The candidate can invoke his/her rights against the Stazione Zoologica Anton Dohrn addressing the claim to the Data Controller.

Art. 13

Access to official documents

1. The access to the official documents of the Call is pursuant the Law n. 241 and subsequent integrations and modifications.
2. The access requests will be published on the SZN website: <http://www.szn.it/index.php/it/bandi-e-concorsi>.
3. This publication fulfils any obligation of communication to the applicants, pursuant to the aforementioned law. Therefore, the Stazione Zoologica is not required to make any individual notification to the participants.

Art. 14

Responsible of the Procedure

The Responsible of the procedure in the present selection is Dr. Patrizia Varriale (Tel. +39 081 5833225 - email patrizia.varriale@szn.it - PEC: rupconcorsi@legalmail.it).

Art. 15

Advertising and information

The Call for Selection is published on the website of the Stazione Zoologica Anton Dohrn:
<http://www.szn.it/index.php/en/tenders-and-job-opportunities/job-calls>.
The publication will be notified through the Official Gazette of the Italian Republic.

Art. 16

Final Provisions

Concerning what is not expressly contained in the present Call for selection, the provisions envisaged by the aforementioned legislation as well as the laws in force on the matter, are applicable.