



**Selection Code
275/2018**

**DEADLINE
27th December 2018
12:00 p.m.**

PUBBLICATO MEDIANTE AFFISSIONE ALL'ALBO UFFICIALE DELL'UNIVERSITA' DEGLI STUDI DI TRENTO IN DATA 7 dicembre 2018

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- SELECTION PROCEDURE -

BASED ON QUALIFICATIONS AND EXAMINATIONS, FOR THE RECRUITMENT OF A TECHNOLOGIST - EX ART. 24/BIS LAW 30.12.2010, N. 240 - ON A 30-MONTH, FIXED-TERM CONTRACT, ELIGIBLE FOR EXTENSION, FOR THE EXECUTION OF RESEARCH AND DEVELOPMENT ACTIVITIES AS PART OF THELISA PROJECT (LASER INTERFEROMETER SPACE ANTENNA) FUNDED BY THE ITALIAN SPACE AGENCY, IN CATEGORY EP - EP1 ECONOMIC POSITION - TECHNICAL AREA, TECHNICAL-SCIENTIFIC AND DATA PROCESSING IN THE LABORATORY OF EXPERIMENTAL GRAVITATION OF THE DEPARTMENT OF PHISICS OF THE UNIVERSITY OF TRENTO

DETERMINATION N. 275

THE DIRECTOR OF THE DEPARTMENT OF HUMAN RESOURCES AND ORGANIZATION

- Considering law no. 590 of 14th August 1982 and in particular the TITLE III regarding the institution of the University of Trento;
- Considering the Presidential decree no. 445 of 28th December 2000, as amended, concerning provisions for administrative documentation;
- Considering the law no. 241 of 7th August 1990, as amended, concerning new regulations on administrative intervention and the right to access administrative documents;
- Considering Legislative decree no. 165 of 30th March 2001, as amended, concerning general labour regulations for employees of public administrations;
- Considering Legislative decree no. 198 of 11th April 2006, the "Equal opportunities between men and women Code";
- Considering Legislative decree no. 196 of 30th June 2003, "Personal Data Protection Code";
- Considering Legislative decree no. 82 of 7th March 2005, as amended, and in particular article 65;
- Considering Law no. 104 of 5th February 1992 "Law No. 104, Outline Law for the Care, Social Integration and Rights of the Disabled", and in particular article 20 "Examinations in open competitions and for professional licensing";
- Considering the Presidential Decree no. 487 of 9th May 1994, as amended, "Regulation regarding access to public administration employment and ways of carrying out selection procedures, open competitions, and other forms of hiring in the public sector" as applicable given article 70, comma 13, of Legislative decree no. 165 of 30th March 2001;
- Considering Council of Ministers Presidential Decree no. 174 of 7th February 1994 "Regulation setting out laws on the access of EU member state citizens to employment in the Public Administration;
- Considering the Legislative Decree no. 81 of 15th June 2015 "Job contract rule system and review of the laws regarding jobs in accordance with article 1, comma 7, of law n.183 of 10th December 2014, and in particular under section III "fixed-term employment";
- Considering the Legislative Decree no. 101/2013, converted into law no. 125/2013 with the "Urgent provisions for the realization of the rationalization of the public administrations";
- Considering the Law no. 240 of 30th December 2010 on the "Regulations on the organization of Universities, academic staff and recruiting, as well as the delegation to the Government to incentivize the quality and efficiency of the university system" and in particular article 24 bis introduced in the Legislative decree no. 5 of 9th February 2012, converted into law no. 35 of



- 4th April 2012 relative to “Urgent provisions on simplification and development” and in particular article 24 bis;
- Considering the National Labour Collective Agreement of 19th April 2018 and the National Labour Collective Agreement of the university sector 2006/2009 of 16th October 2009 and the 2-year fiscal period 2008/2009 of 12th March 2009;
 - Considering the Charter of the University of Trento enacted with Rector’s Decree no. 167 of 23rd April 2012;
 - Considering the Regulation for the establishment of fixed-term employment relationships, approved and emanated with Regional Decree no. 527 of 22nd July 2016 and in particular under section III “Particular provisions pertinent to the figure of the technologist”;
 - Considering the decree of the Directorate General no. 75 of 15th May 2012 regarding the introduction of an application fee for fixed-term employment selections;
 - Considering the decree of the Directorate General no. 27 of 9th November 2018 with which the number of positions of both fixed-term and permanent technical and administrative staff and their assigned structures was identified, in reference to the sixth hiring manoeuvre for the year 2018;
 - Considering the implementation laws approved with the Legislative decree no. 142 of 18th July 2011, relative to the delegation to the Autonomous Province of Trento for what concerns the University;
 - Considering the deliberation of the Provincial Council no. 837 of 18st May 2018 regarding the stability pact between the University of Trento and the Autonomous Province of Trento;
 - Having ascertained the financial availability in the relevant budget for the current year as well as the respect of estimated expense limits for fixed-term employees;
 - Considering that the selection which this advertisement is aimed at is for the filling of no. 1 position of technologist, with a fixed-term contract at full time in the EP category, economic position EP1 – technical, technical-scientific area financed by Lisa Project of ASI;
 - Considering that the Administration has verified that the position can not be efficaciously filled through the lists in force from previous open competitions and/or selection procedures in that no currently valid list considers professional abilities compatible with those which are sought in this selection;

orders:

ART. 1 – SELECTION PROCEDURE

The University of Trento has organized a selection procedure, on the basis of qualifications and examinations, for the recruitment of a fixed-term Technologist – ex article 24 bis of Law no. 240 of 30th December 2010, for a period of 30 months, eligible for extension, for the execution of research and development activities as part of the Lisa Project (Laser Interferometer Space Antenna) funded by Italian Space Agency, in category EP – EP1 economic position – technical area, technical-scientific and data processing in the Laboratory of Experimental Gravitation in the Department of Physics of the University of Trento.

Description of the activities and requested profile:

The technologist position is in the research group of the Laboratory of Experimental Gravitation in the Department of physics for the LISA project sponsored by the Italian Space Agency (ASI).

The LISA mission will establish the first orbiting observatory for gravitational wave, with an intended launch date of 2034. Italy will contribute the system of free-falling reference test masses – the “gravitational reference sensor” or GRS – which is a central part of LISA and its measurement concept. The research group is seeking an engineering support for the development of the GRS and its various interfaces to the rest of the LISA apparatus, including the definition of requirements and analysis of their feasibility. The job will require expertise in the performance analysis for systems of free-falling test masses, covering a wide range of physical effects. The work will require specific responsibilities regarding the modelling of the gravitational balance of the spacecraft and the test mass electrostatic environment and electrostatic charging.



Skills and expertise requested:

- Advanced study in aerospace engineering, physics, or astrophysics
- Work or research experience in the hardware development and/or operations for one or more missions of fundamental physics, experimental gravitation, or high precision metrology in space
- Strong analytical and modelling capabilities – for instance gravitational, electrostatic, dynamics, vacuum – that can support the development of a mission for fundamental physics in space
- Ability to work in a team environment and to work in close collaboration with industry and university/research institutes
- Excellent written and oral communication skills

ART. 2 – REQUIREMENTS FOR ADMISSION TO THE SELECTION

In order to be admitted to the selection, as defined in art. 1, the following qualifications are required:

a) Academic Qualification:
Diploma di laurea

Laurea in:

- L-9 Ingegneria Industriale (industrial, mechanical, electrical or aero/astro engineering)
- L-30 Scienze e Tecnologie Fisiche (Physics and astrophysics)

or

Laurea magistrale in:

- LM-17 Physics
- LM-20 Ingegneria Aerospaziale e Astronautica (Aero/astro engineering)
- LM-58 Scienze dell'Universo (universe science, including astrophysics and astronomy)

Or

Laurea specialistica or degree awarded pursuant to legislation in force before the coming into force of Ministerial decree 509/1999, in equivalent degree programs under the Interministerial decree of 9th July 2009 as described in the equivalency table that can be found at the following link: <http://attiministeriali.miur.it/UserFiles/3160.pdf>

or:

Foreign degree recognized as equipollent to the aforementioned, according to international agreements or current legislation;

or:

Foreign degree recognized as equipollent or equivalent to the aforementioned, according to international agreements or current legislation;

(Candidates who have been awarded a foreign degree must present the original or a copy of their degree along with a translation in Italian. In the event that the candidate is chosen as the winner of the selection, they must present the documentation of completed equipollency or equivalency of their degree with the Italian degree required to participate in the selection, in accordance with article 38 of the Legislative decree 165/2001, to the Ufficio Concorsi e Selezioni (Public Competitions and Selections office), before signing the contract, under penalty of forfeiture of the right to sign the aforementioned contract.

Candidates who possess a post-graduate degree awarded in Italy or who are enrolled in a post-graduate program in Italy in the sector required in the selection will not be required to present the aforementioned documentation as the level of their degree has already been verified by an Italian university

along with:

b) professional qualification following conferral of the degree

or



PhD / doctorate research degree in the disciplines relevant to the academic profile sought

or

particular professional qualifications relevant to the requested position and obtainable from at least 2 years of previous work experience

For those in possession of a degree or *laurea* (3 year or first level), at least four years of particular professional qualifications relevant to the requested role and obtainable for previous work experience is required

- c) Enjoyment of full political rights;
- d) Citizens who are subject to obligatory military service must have already fulfilled all obligations.

Candidates will not be allowed to participate in the selection procedure if they have been dismissed due to disciplinary reasons, removed or discharged from a position in Public Administration due to persistent low performance, or have lost the right to hold a public position because it was achieved through the presentation of false documents or vitiated due to an incurable invalidity in accordance with article 127 (first comma, letter d) of the Consolidation Act approved by Presidential decree no. 3 of 10th January 1957. Candidates may not participate in the competition if they have been dismissed or lost rights in accordance with article 1, comma 61, of Law n. 662 of 23rd December 1996.

Foreign citizens must meet the following requirements:

- non-EU citizens must possess a permit of stay (permesso di soggiorno) for work or a permit that can be converted into a work permit;
- Enjoyment of political rights in their home country or country of origin;
- Fulfilment of all obligations, with the exception of possession of Italian citizenship, that are required of Italian citizens;
- Have an adequate knowledge of the Italian language; said knowledge will be evaluated through the examinations.

The aforementioned requirements must be held by the deadline for the presentation of the admissions application for selection.

The Administration may order, at any moment, by means of a justified decree, the exclusion of a candidate from the selection due to a lack of fulfilment of the previously stated requirements.

ART. 3 – APPLICATION GUIDELINES

The application for admission to the selection procedure must be presented by 12:00 p.m. on 27th December 2018 by following the instructions for filling in and presenting the application forms that UNITN provides for candidates online.

In order to access the online application form, candidates are invited to go to the University website www.unitn.it and click on the following links:

Ateneo → Lavora con noi → Area Staff Tecnico e Amministrativo, Collaboratore Esperto Linguistico e Dirigente → Nuovi bandi.

Once the candidate has reached the webpage with the desired call for applications, accessed by clicking on the link with the relative code number, he or she will be able to access the online application system.

Please note that candidates will be requested to send a copy in PDF or JPG of a valid form of identification as well as any other documentation that they intend to attach to the application.

Candidates will also be required to furnish all declarations required in the application form, taking personal responsibility for and in accordance with articles 46 and 47 of the Presidential Decree no. 445 of 28th December 2000, aware of the loss of any eventual benefits obtained and of the sanctions foreseen in articles 75 and 76 of the aforementioned decree in the event of false declarations or qualifications or the forgery of documentation.

Candidates must pay a non-refundable fee amounting to € 10.00 by means of:



1. Bank transfer to the account of the University Treasury c/o Banca Popolare di Sondrio – Piazza Centa, 14 – Trento

Banking Coordinates - IBAN	SWIFT
IT44P0569601800000003106X58	POSOIT22

2. Cash payment at the Ufficio Gestione Finanziaria - Divisione Amministrazione (Financial office – Administrative division), Via Verdi, 6 - Molino Vittoria, 38122 Trento
Opening hours to the public:
Mon - Fri 9.00 – 12.30

Please note that the following must be indicated as the reason for payment:

Surname / Name / Selezione 275/2018/"contributo per la partecipazione"

On 24th December 2018 the office is closed

The Candidate must indicate the number of the M.T.C.N. (money transfer control number), or Transaction Reference Number of the bank transfer, or the receipt number from the cash payment in the field provided by the online registration system.

The candidate is also required to attach, in the online application system, a copy (in PDF or JPG format) of the receipt of the bank transfer or cash payment.

Upon arrival at UNITN for the examinations, candidates will be required to sign a declaration, provided by the Administration, in which they attest, under their own personal responsibility, to the truthfulness of the information given in the online application form and to the compliance of the originals of all documentation of qualifications included in PDF format.

The date of submission of the application will be certified by the computerized system. The system will not allow for the submission of applications after the final submission deadline.

It is necessary that the candidate monitor the email account utilized during the application period and ensure that it remains active for the purposes of receiving any communications relating to the selection.

For any information about the contents to be included in the online application or about the technical operation of the application system, the candidate may make use of the online support available within the application procedure, and/or the support of the Ufficio Concorsi e Selezioni (Competitions and Selections Office) of UNITN.

If the candidate does not have access to Internet, the Competitions and Selections Office has a computer available for online applications at the offices of UNITN in Via Verdi, 6 in Trento during business hours. It can be reserved by calling the telephone number provided below. If necessary, technical and/or administrative assistance will be provided in order to correctly complete the application procedure.

The Competitions and Selections Office, located in Via Verdi, 6 - 38122 Trento, is open to the public during the following times:

Mon - Fri 9.00 – 12.30

And can be reached at:

Phone number: 0461-283313/3318 - fax: 0461-282922

Email address: concorsi@unitn.it

Certified Institutional Email Address (PEC): ateneo@pec.unitn.it

On 24th December 2018 the office is closed

The Administration declines all responsibility for the loss of any communication due to the candidate having provided incorrect contact information or due to a lack, or delay, in the communication of a change in address (home or email) from the address indicated in the

application or for any problems relating to the post or telephone or in anyway due to third parties, unforeseen circumstances or force majeure.

ART. 4 – INSTRUCTIONS FOR SUBMISSION OF QUALIFICATIONS NECESSARY FOR THE CREATION OF A LIST OF QUALIFIED CANDIDATES

In order to select the candidates to be admitted to the selective exams, a ranking will be created based on the qualifications provided and the declarations made by the candidates in the application.

For the purpose of evaluating their qualifications, the candidate must present all documentation demonstrating their qualifications scanned in PDF format.

In lieu of submitting the aforementioned documents, the candidate may submit a substitutive declaration of certification by completing the associated online form and taking into consideration that the following qualifications can be self-certified: degrees or professional qualifications held by the candidate; completed exams; specializations, licensing, training, refresher courses and/or technical qualifications, enrollment on a registry, being on Public Administration lists, or membership in a professional order.

Should the candidate choose to utilize the substitutive declaration to certify their qualifications, the Administration invites candidates to fill in the spaces provided in the online form and not attach their curriculum vitae.

Simply referencing documents and publications previously submitted to the University is not permitted.

The aforementioned declarations must be written out analytically so that the Commission can easily evaluate the qualifications that they reference.

The Administration will carry out controls, also at random, of the veracity of the declarations that have been made; criminal penalties are authorized under article 76 of the Presidential Decree no. 445 of 28th December 2000 for alleged falsification of documents and fraudulent statements.

Regarding the final mark for the degree required for admission to the selection procedure, the final mark declared in the space provided on the online application form will be accepted as valid. It is not necessary to include a copy of the applicant's diploma.

In the event that the candidate intends to attach publications that are not available in an electronic format (and therefore not attachable as a file) to the application, they must indicate in the online form the exact title of the document/s. The candidate must also present the aforementioned documents, by registered post with return receipt, to the Ufficio Concorsi e Selezioni (Competitions and Selections Office) of the University of Trento within 5 days of the deadline of the call for applications. The date is determined by the moment when said office receives the documentation. Publications and works mentioned in the online application and not received by the deadline, as well as publications and works in paper form that are received by the office but not mentioned during the online registration phase of the selection, will not be considered.

A copy in PDF or JPG of a valid form of identification (front and back side) must be attached to the application. This should preferably be the same which the candidate will present during the exam.

ART. 5 – PROCESSING OF PERSONAL DATA

With reference to the provisions of Legislative Decree no. 196 of 30th June 2003 ("Personal Data Protection Code"), personal data supplied by candidates will be used exclusively for the purposes of managing the selection procedure and will be processed – with or without the use of computer systems – in compliance with current laws and confidentiality obligations.

The holder of the personal data is the University of Trento, with operational office in Via Calepina 14, 38122 Trento (TN). The external party responsible for processing of personal data, limited to the online management of registration for the selection, is Anthesi Srl, registered office in via Segantini 23, 38122 Trento (TN).



For further information and to exercise rights outlined in article 7 of the Legislative decree 196/2003, candidates may contact the following: tel. 0461-283313/3318 - email: concorsi@unitn.it.

ART. 6 – ELIGIBLE QUALIFICATIONS

The categories of eligible qualifications and relative maximum point value are:

- A.** degree (*laurea*), with consideration given to the length of the degree program and the final mark / grade point average or final evaluation or PhD (if applicable).
up to a maximum of 12 points
- B.** professional experience (subordinate or subcontracted employment) in the public sector, private sector, or experience in the professional, entrepreneurial, craft, or commercial sectors carried out as a freelance in accordance with the regulations for the aforementioned activities;
up to a maximum of 16 points
- C.** Scientific publications and original documents
up to a maximum of 12 points

40% of the total points will be assigned to qualifications; as there are 100 total points, 40 are reserved for qualifications.

The evaluation of the pertinence of the qualifications to the required profile, of which those indicated in categories B, and C, will be determined using the following multiplication factors: 100%, 50%, 0%, also taking into consideration how up-to-date the qualifications are.

The Commission will establish the evaluation criteria for the attribution of point values during their first meeting.

The Commission will not evaluate qualifications wherein all elements and data necessary for their evaluation are not indicated, for example the final mark of an educational qualification or the start or end dates of employment.

ART. 7 – FORMATION OF THE LIST OF CANDIDATES ADMITTED TO SELECTIVE EXAMINATIONS

5 candidates (and those who rank equal to fifth place) **will be admitted to sit the selection exams**, see the following art. 8, as selected from the exam admission list resulting from the assessment of eligible qualifications.

The candidates must **verify their admission to the selective exams** by consulting the list posted on **9th January 2019** on the notice board at Molino Vittoria in via Verdi n. 6 in Trento, by consulting the website www.unitn.it or by phoning 0461- 283313/3318 from the day after.

Posting on the official University notice board is equivalent to notification, in accordance with laws for the convocation of the written exam.
The absence of the candidate will be considered withdrawal from the selection procedure whatever the cause may be.

ART. 8 – EXAMINATIONS AND EXAMINATIONS CALENDAR

The **selective examinations**, which serve to assess the specific skill levels of the candidate, related to the job position proposed in the call for applications, will consist of a **written exam** and an **oral exam**.

The written exam, which will be conducted in English, will consist of an essay and will focus on the following topics:

- technological challenges for the LISA mission
- space platforms for gravitational experimentation



The candidates must be able to sit the aforementioned written exam using a personal computer (utilizing Word and/or Excel for Windows); the examining Commission will decide whether or not candidates may use personal computers for the exam.

The oral exam will focus on one or more of the following topics:

- Discussion of topics from the written exam
- Communication skills in English;
- Knowledge of the organizational structures within the University of Trento

The professional maturity and aptitude of the candidate considering the proposed job will also be verified.

Moreover, in the event that the written exam is taken without the use of a personal computer, the level of ability to use computer systems in a Windows operating environment will also be verified, including Word, Excel, email, and the use of web browsers.

For foreign citizens, knowledge of Italian will also be verified during the exams.

The examinations will be held in the following locations and according to the calendar indicated below:

Written Exam: 15th January 2019 at 10:00 a.m. at the Physics Department of University of Trento, Via Sommarive, 14 – Povo - Trento

Oral Exam: 22nd January 2019 at 10:00 a.m. at the Physics Department of University of Trento, Via Sommarive, 14 – Povo - Trento

In order to be admitted to the oral exam, the candidate must obtain a passing score in the written exam (21/30).

N.B.: Candidates can verify admission to the written exam, as well as find out the exam results by phoning **0461-283313/3318** or by consulting <http://www.unitn.it>

**The publication of the above-written
Calendar of Examinations
shall have the status of notification
for all intents and purposes.**

The absence of the candidate will be considered a withdrawal from the selection procedure, whatever the cause may be.

In order to be admitted to sit the exams, candidates must have a valid form of identification in their possession. In order to expedite the identification process, this identity card should preferably be the same that was attached to the application as a copy and should be exhibited upon arrival by the candidate.

The following documents are considered valid, in accordance with Presidential decree no. 445 of the 28th December 2000: national I.D. card, passport, driver's license, nautical license, pension booklet, license to run heating plants, gun permit, I.D cards issued by a Government Administration if containing a photograph and official stamp or equivalent marking.

The Commission has a total of 60 points for the evaluation of the written exam and the oral exam: 30 points for each exam; the exams are considered passed should the candidate receive a final score that is **not less than 21/30 on each exam**.

The judging Commission sessions are open to the public while the oral exams are in progress.

At the end of each oral exam session, the judging Commission will meet and create a list of the examined candidates and record a score for each one.



The final list, signed by the President and the secretary of the Commission, will be posted on the same day on the notice board at the exam location.

ART. 9 – CREATION AND APPROVAL OF THE LIST OF QUALIFIED CANDIDATES

The ranking of qualified candidates will be in decreasing order, resulting from the sum of the total points received for qualifications and the scores received in the examinations. In the event that candidates receive the same amount of total points, the younger candidate will move ahead on the list.

The official documentation resulting from the selective examinations and the list of qualified candidates will be approved by determination of the Director of the Department of Human Resources and Organization.

The list of qualified candidates will be publicly announced on the University website and by posting on the notice board at the Department of Human Resources and Organization in via Verdi, 6 in Trento. The time limit for appeals dates from the posting on the notice board.

ART. 10 – DOCUMENTATION REQUIRED IN ORDER TO ESTABLISH AN EMPLOYMENT RELATIONSHIP

The decision by the University to establish a fixed-term employment relationship will be formally communicated to the interested party.

In the event that the selected candidate does not present his or herself for service within 5 days of the date indicated on the official notice, the University will remove the candidate's name from the list. The contract, even if already signed, will be automatically considered null and void.

The establishment of a fixed-term employment relationship is contingent on the verification of the possession of the aforementioned requirements.

At the time of the individual contract signing, the Administration will invite the selected candidate to sign the substitutive declarations of certification, attesting to the possession of the requirements necessary for job eligibility.

The Administration reserves the right to submit the candidate selected to a medical examination in accordance with current laws.

ART. 11 – ESTABLISHMENT OF A FIXED-TERM WORK RELATIONSHIP

The personnel hired under the fixed-term contract in the position of technologist, as per this call for applications, have the terms and conditions of the collective labour agreement for category EP, EP1 economic position of university personnel applied to them, relative to the period of work carried out for this Administration, with the specifications of article 22 of the National Collective Labour Contract (CCNL), University section, Directorial Decree 16.10.2008 and the remuneration as specified in the two year economic period 2008-2009 as per Directorial Decree 12.03.2009, plus additional items as per the CCNL and ICC specifications in force.

The employment relationship will automatically terminate, without the right to forewarning, at the end of the time period indicated in the individual contract or in the event of any cause that may determine the termination of service, if prior to the date indicated in the contract.

In no case can the fixed-term employment relationship become open-ended.

Pursuant to article 5 of Law no. 241 of 7th August 1990, the person in charge of this public selection is Mr Rudi Aste, Department of Human Resources and Organization, University of Trento, Via Verdi 6 – 38122 Trento, Telephone: 0461-283318; fax: 0461-282922; e-mail: concorsi@unitn.it

ART. 12 – RECOVERY OF DOCUMENTS AND PUBLICATIONS

Candidates who wish to do so may, at their own expense, recover all hard copies of documents and publications sent to the university within six months of the publication of the approved selection proceedings, save for any ongoing dispute; after this date the university will dispose of the material as it sees fit and disclaims any liability.

ART. 13 – REFERRAL TO LAWS IN FORCE FOR THE COMPLETION OF THE SELECTION

The provisions of all relevant laws and regulations in force shall apply for anything not already provided for in this call for applications.



ART. 14 – ADVERTISEMENT

After the posting of the call for applications on the University webpage www.unitn.it, it will be published on the following sites:

- The official notice board of the University
- The website of the Ministry of Education, University and Research (<http://bandi.miur.it/>)
- The website of the European Union www.ec.europa.eu/euraxess/index.cfm/jobs/index

Trento, 5th December 2018

The Director
- Mr Mario Depaoli -