



## THE RECTOR

### DECREES

#### Art. 1

##### Calling for selective procedures

The selection procedures, relating to the coverage of 14 positions of Assistant professors are announced to be filled by call, pursuant to art. 18, paragraph 4, of Law no. 240/2010, for the Academic Disciplines listed in Annex 1, an integral part of this announcement.

#### Art. 2

##### Admission requirements

The selection is open **exclusively** to candidates who, in the last three years prior to the issuance of the call for applications, have not served as full professor, tenured associate professor, permanent researcher, fixed-term researcher, as referred to in Article 24, paragraph 3 lett. a) and b) at the University of Palermo and who have not been holders of research grants or enrolled in university courses at the same University or called under Article 7, paragraph 5-bis of Law 240/2010

Candidates must also be (alternately):

- a) Scholars who have achieved the National scientific qualification, pursuant to art. 16 of Law 240/2010, for the competition sector subject of this call for recruitment and/or for one of the competition sectors included in the same macro-sector for the functions subject of this call for recruitment and/or for higher tasks, provided that they do not already hold the same higher duties;
- b) Applicants who have obtained eligibility in the competition sector in recruitment procedures promoted pursuant to Law 210/1998, for the range corresponding to that this call for recruitment has been issued, for the period of this eligibility only;
- c) First level professors already engaged in other universities for the competition sector and for the range corresponding to that of this call for recruitment;
- d) Scholars permanently engaged abroad in research or teaching activities, at university level in positions of a level equal to those covered by the announcement, based on correspondence tables updated every three years, defined by the Ministry.

In relation to the citizenships, there are not restrictions.

The selection is not open to and therefore shall be excluded:

- 1) those who have been excluded from the enjoyment of civil and political rights;
- 2) those who do not have physical fitness for being employed;
- 3) those who have been dismissed or exempted from an employment in a Public Administration's office because of insufficient performance, and/or dismissed from any other public engagement, according to the art. 127 subsection 1 lett. D) of D.P.R. 10.1.1957, no. 3;
- 4) those who, at the date of the approval of the Department resolution requesting the recruiting procedure, adopted on the basis of the resources actually available and assigned by resolution of the Board of Directors, have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the department or structure that carries out the call for recruitment or with the Rector, the General Director or with a member of the Board of Directors of the University, pursuant to art. 18, paragraph 1, lett. B of the Law 240/2010 and pursuant to the art. 4, paragraph 2, of the current *"Regulation for the recruitment of first-level and second-level professors and temporary researchers"*;



The admission requirements, as defined in this public notice, must be held at the submission deadline.

**Art. 3  
How to apply**

Applicants must submit their application form, as well as the qualifications held, documents and publications considered useful for the procedure, under penalty of exclusion, online, using the online application form available on the following webpage:

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

The candidate will be able to access the competition platform using the SPID system (Public Digital Identity System), selecting the University of Palermo among the institutions or the candidate will be able to register and access using credentials issued directly by the platform or authenticate with his/her LOGINMIUR, REPRISE or REFEREES account, if in possession. The computer application will require the possession of an e-mail address in order to register to the system.

Applicants must enter all the data required to produce the application form and attach the documents in PDF format.

The application form must be completed in all its parts, as indicated in the online procedure. Other methods of sending application forms or documentation useful for participation in the procedure are not allowed.

The computer application allows applicants to save the documentation entered in draft mode, within the deadline for submitting the application.

The date of the electronic submission of the application is certified by the information system by means of a receipt, which will be automatically sent by e-mail when the application is submitted.

Once the application has been completed and all the attachments have been enclosed, the candidates must click on the "submit" button ("presenta"). The completion of the application will be proven only by the change in the status of the application, which will appear "submitted" ("presentata") and no longer "in draft" ("in bozza").

Upon expiry of the deadline for submission, the system will no longer allow access and sending of the online form.

Each application will be assigned an identification number which, along with the competition code indicated in the computer application, must be specified for any subsequent communication.

The procedure for completing and sending the application electronically must be completed no later than 12.00 on the thirtieth day following the publication of the call for recruitment on the Gazzetta Ufficiale della Repubblica Italiana, Quarta Serie Speciale Concorsi ed Esami.

In case of access through identification through the SPID system, the application for admission to the selective procedure will be automatically acquired by the system without the need for a signature.

In other cases, under penalty of exclusion, the application form must be signed, must contain all the required data and be accompanied by a valid identification document.

The application can be signed with a certified digital signature. Otherwise, candidates must save the PDF file generated by the system on their computer and, without modifying it in any way, print it and add a complete handwritten signature on the last page of the printout. This complete document must be scanned and uploaded to the computer system in PDF format.



For technical problems only, support is available via the link <https://pica.cineca.it/unipa/>.

When filling in the aforementioned online application form, the applicants must declare, under their own responsibility:

- name and surname;
- place and date of birth;
- fiscal code number (only for Italian citizens);
- residence;
- domicile;
- own personal certified email address PEC (only for Italian citizens);
- email address;
- telephone number;
- to hold the requirements pursuant to art. 2;
- citizenship;
- for Italian citizens: the electoral lists where enrolled or otherwise the reasons for the cancellation or the failure to register;
- if foreign citizens: the full enjoyment of civil and politics rights otherwise the reason for the failure of enjoyment;
- to have no criminal convictions, otherwise any criminal convictions reported, indicating the details of the relative sentences (even if amnesty, pardon or court pardon was granted) and any pending criminal proceedings against them;
- not to have been dismissed or exempted from an employment in a Public Administration's office because of insufficient performance, and/or dismissed from any other public engagement, according to the article 127 subsection 1 lett. d) of D.P.R. 10.1.1957, no. 3;
- proper knowledge of the Italian language (only for foreign citizens);
- not to have, at the date of the approval of the department resolution requesting the recruiting procedure, a degree of kinship or affinity, up to and including the fourth degree, with the Rector, the General Director, a member of the Board of Directors of the University or with a professor belonging to the department or structure that carries out the call for recruitment, on the basis of the resources actually available and assigned by resolution of the Board of Directors.

Along with the application form, candidates must attach:

- a copy of a valid ID document;
- a copy of the fiscal code card (only for Italian citizens);
- their curriculum vitae, stating the scientific and didactic activities carried out; the curriculum vitae, made pursuant to the articles 46 and 47 of D.P.R. 445/2000, duly signed and drawn up according to the template of Annex, must certify the possession of the requisites required by the call for the recruitment and of all the qualifications mentioned therein;
- the scientific publications submitted for assessment, already published by the deadline of this public notice, numbered in an attached dated and signed list (the number of publications must not exceed the number foreseen in the annex referred to in art. 1 of this notice), along with a statement about the sending and deposit of what foreseen in art. 4 of this call regarding publications;
- scientific publications submitted for evaluation;
- a copy of the bank transfer as proof of the participation's contribution.

The Administration reserves the right to run the necessary verifications on the truthfulness of the declarations, self-certifications and declarations in lieu of an affidavit. In the event of fake statements, the provisions in articles 483, 485 and 486 of the penal code will be applied.

Candidates are required to pay a non-refundable contribution of €35.00 by the deadline for submitting the application, via the PagoPA portal, following the procedure described below.



<https://unipa.pagoatenei.cineca.it/frontoffice/home>

Choose: "Pagamento spontaneo" (Spontaneous payment)

Choose: "D00 - Pagamenti a favore dell'amministrazione centrale dell'Ateneo" (D00 - Payments to the central administration of the University)

Choose in the box "Motivo Pagamento" (Payment Reason): "Tassa per procedura concorsuale" (Fee for public selection procedure)

Insert in the box "Causale" (reason for payment): **competition 2023PA14 SSD**

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The payment receipt must be attached to the competition application.

#### **Art. 4**

##### **Application form for foreign candidates**

Foreign candidates, in addition to what is mentioned in the previous article and in the documents available in the online procedure, must declare in the application form that:

- they enjoy civil and political rights in the country of origin; otherwise, they must explain the reasons for the lack of this requirement;
- they have adequate knowledge of the Italian language.

EU citizens can report the qualifications they intend to submit into the curriculum vitae, written according to the recommendations referred to in the previous article.

With regard to administrative documentation, citizens of non-EU countries must comply with the provisions of art. 3, paragraphs 2, 3 and 4 of the Presidential Decree no. 445/2000.

Non-EU citizens can use the declarations in lieu of certifications and notoriety pursuant to articles 46 and 47 of the Presidential Decree 28.12.2000, no. 445, only to prove status, facts and personal qualities, certifiable or certifiable by Italian public or private entities and are therefore required to present a copy of the certificates issued by the competent authorities of the country of origin.

The certificates issued by the competent authorities of foreign States must comply with the provisions in force in the State itself and must also be legalized by the competent Italian consular authorities.

Non-EU citizens must indicate in their curriculum the qualifications held which they intend to submit for evaluation by the Commission by uploading the documents and qualifications in .pdf format to the platform, along with an Italian translation, certified as conforming to the foreign text, drawn up by the competent Italian diplomatic or consular representation or by an official translator. Translation is not required if the title is in English, French, German or Spanish.

Furthermore, when taking up service non-EU citizens must be in possession of a regular and valid EC residence permit for long-term residents or holders of refugee status or subsidiary protection status.

#### **Art. 5**

##### **Pubblications**



The publications that the candidate will submit for this selection procedure sequentially numbered in line with the relevant list, must be attached exclusively in pdf format throughout the proper section of the online procedure.

Only the publications and texts accepted for publication, according to the regulations in force, within the deadline for the submission of applications can be evaluated for the purposes of the selection procedure as well as essays included in collective works and articles published in magazines in paper or digital format with the exclusion of internal notes or departmental reports.

The texts or articles accepted for publication, within the deadline date of the announcement, must be submitted together with the acceptance document from the publisher or a declaration in lieu of an affidavit made by the candidates.

The publications contained in the list but not submitted will not be taken into consideration by the selection committee.

For publications published in Italy, must be fulfilled the obligations established by Law 15th April 2004 no. 106 and the related regulation issued with Presidential Decree 3 May 2006 n. 252.

Publications published abroad must report the date and, if possible, the place of publication or, as an alternative, the ISBN, ISSN code or the like.

The publications must be submitted in their original language. Should this language be different from Italian, French, English, German or Spanish, publications must be submitted together with the Italian translation, certified as conforming to the foreign text, drawn up by the relevant diplomatic or consular representation or by an official translator.

For procedures regarding linguistic sectors it is allowed to submit publications produced in a language or in one of the languages for which the competition was announced, even if they are different from the ones laid down in the previous paragraph.

#### **Art. 6**

##### **Exclusion from the selective procedure**

Candidates are admitted to the selection procedure under reserve.

The exclusion, due to the lack of one of the requirements set out in this announcement, can be decided at any time during the procedure, by a duly motivated Decree, issued by the Rector and notified to the interested party by PEC or by registered letter with return receipt for foreign candidates.

#### **Art. 7**

##### **Establishment of the selection Committee**

The Selection Committees, in charge of each selection procedures, are appointed according to art. 5 of the "Regulation for the recruitment of first-level and second-level professors and temporary researchers" issued by the University of Palermo.

The designation decree is published on the University Official Register.

Candidates can ask for one or more of the committee members to recuse, under art. 51 and 52 of the Code of Civil Procedure, by sending their request to the Rector within thirty days from the day after the publication on the University Official Register of the Rector's Decree by which the Committee is appointed. Should a reason to recuse arise after the aforementioned time limit, but still before that the Committee has taken office, the deadline starts from the moment that the reason to recuse arose. The petitioner's procedure is not allowed anymore when the mentioned deadline has passed and, in any case, after the setting-up of the selection Committee. If all the candidates declare that there are no grounds for recusal, the deadline referred to in the first period ceases to run in advance and the Committee can start work.



The Committee identifies a chairman and a secretary from among its members and takes its resolutions by an absolute majority of the members.

The Committee can hold its meetings online, except for the activities related to the didactic exam, for the discussion/evaluation of the scientific publications submitted by the candidates and in case of a language skills assessment when candidates are not associate professors.

### **Art. 8**

#### **General assessment criteria for candidates**

The Committee pre-determines the criteria for the assessment of the candidates, which are published, for at least seven days, in the Official Register of the University, before continuing the work.

The Commission proceeds collectively to the comparative assessment of the candidates with respect to the profile identified by the announcement, based on didactic activity, scientific publications, curriculum and institutional and organizational activities, where required, of the assistance activity attested by the documents attached to the application for participation in the selection procedure.

When assessing the teaching activity, the extent and continuity of the activities are considered, with particular reference to the courses and modules for which responsibility has been assumed. When assessing supplementary teaching and student service activities, the activities for the preparation of degree theses, master's and doctoral theses, seminars, exercises and student tutoring can be considered.

The assessment of the scientific publications as referred to in paragraph 1, is carried out on the basis of the following criteria:

- a) originality, innovation, methodological accuracy and resonance of each scientific publication;
- b) congruence of each publication with the profile of university professor to be covered or with interdisciplinary topics strictly related to it;
- c) scientific resonance of the editorial location of each publication and its dissemination within the scientific community;
- d) analytical definition of the individual contribution provided by the candidate when working in collaboration, also based on criteria recognised by the international scientific community of reference.
- e) for those competition sectors whose use is internationally accepted, when assessing publications, the Committees shall take into consideration the following indicators, within the application deadline terms:
  - 1) overall number of academic quotations;
  - 2) average number of academic quotations per publication;
  - 3) overall "impact factor";
  - 4) average "impact factor" per publication;
  - 5) combinations of the aforementioned parameters to enhance the impact of the candidates' scientific production (Hirsch indicator and the like).

Even if the candidate holds the position of associate professor, at the end of the evaluation of the scientific publications and titles, the procedure contemplates, in each case, the conduct of a teaching test, discussion on the scientific publications presented and a possible assessment of language skills. The Commission may allow the test to be conducted in English.

When assessing the scientific, institutional and organizational activities, the following aspects will also be taken into consideration:

- a) organising, directing and coordinating national and international research groups or participating in them and other research activities such as the direction or participation in editorial committees of journals;



- b) holding patents in the competition sectors for which they are relevant;
- c) being awarded or having received national and international recognition for research activities;
- d) institutional positions within Italian or foreign university institutions;
- e) assistance activity where foreseen;
- f) for those competition sectors whose use is internationally accepted, when assessing publications, the Committees shall take into consideration the following indicators, within the application deadline terms:
  - 1) overall number of academic quotations;
  - 2) average number of academic quotations per publication;
  - 3) overall "impact factor";
  - 4) average "impact factor" per publication;
  - 5) combinations of the aforementioned parameters to enhance the impact of the candidates' scientific production (Hirsch indicator and the like).

Participation as a speaker at congresses and conferences of international interest can also be considered.

If the candidate holds the title of associate professor, any assessment of linguistic skills will be verified on the basis of qualifications and scientific production.

At the end of the work, the Committee identifies the most qualified candidate to cover the vacancy described in this public notice. If the candidate does not accept, the Committee, if there are other candidates for the position offered, will identify the most qualified candidate in a subsequent meeting.

#### **Art. 9 Conclusion**

The Committee must conclude the procedure within three months from when the Commission start working and operating.

The Rector may extend the deadline for the conclusion of the procedure for one time and for no more than one month for proven and exceptional reasons as showed by the President of the Committee.

In the event that the works have not been completed within the terms of the extension, the Rector, with a reasoned decree, will replace the Committee or the members to whom the causes of the delay are attributable, at the same time establishing a new deadline for the conclusion of the works. After this deadline, the Rector will declare the Committee lapsed.

#### **Art. 10 Documents conformity and regularity check**

Within 30 days from the delivery of the procedure's documentation, the Rector, by his own decree verifies the formal regularity of the documentation and declares the name of the most qualified candidate to cover the vacancy subject of this call for recruitment.

The Decree will be sent to all applicants and to the Department in charge of that position and will be also published on the University website.

Should the Rector notice an irregularity, upon due justification, the documentation might be resent to the Committee for it to be regularized within the deadline established by the Rector.

#### **Art. 11 Personal Data Processing**



The personal data provided by the candidates will be collected and processed by the University of Palermo in compliance with the legislation in force, for the relevant purposes connected to the procedure. The data communication is mandatory, otherwise excluded. The interested parties can find more information on data processing at the following link: <https://www.unipa.it/privacy/informativa/informazioni-sul-trattamento-di-dati-personali---procedure-concorsuali-e-selettive-bandite-dallateneo/>

#### **Art. 12**

##### **Officer in charge of the Procedure**

According to the Art. 5 of Law n. 241 07/08/1990, the Officer in charge of the procedure is Mrs Doctor Chiara Terranova and the contact person is Mrs Angelica Groppuso – Piazza Marina n. 61, 90133 – Palermo – email: [concorsi@unipa.it](mailto:concorsi@unipa.it).

#### **Art.13**

##### **Final rules**

For all the issues, not explicitly mentioned in the present competition announcement, please refer to the regulations and laws as detailed in the premise, and the relevant legislation in force.

#### **Art. 14**

##### **Publicity and information**

After the publication on the Official Journal of the Italian Republic 4th Special Section for Selections and Exams (Gazzetta Ufficiale della Repubblica Italiana, IV serie speciale concorsi ed esami), this call for selection issued by a Rector Decree will be published on:

- the Official Register of the University <http://www.unipa.it/albo.html>
- the University website: <http://bit.ly/chiamata-art18>
- MIUR website <http://bandi.miur.it/index.php>
- the EU website: <http://www.euraxess.it/>

THE RECTOR  
Prof. Massimo Midiri

*This document is a courtesy translation of the call for applicants, issued by D.R. (Rector Decree) n. 4150/2023 and dated June 14th 2023, written in Italian. In case of doubts or misunderstandings, the Italian version is prevalent.*