DISCLAIMER: The English version is a translation of the original in Italian for information purposes only. In case of a discrepancy, the Italian original will prevail.

SUBJECT: **Public selection for recruiting 3 tenure-track researchers (RTT) on fixed-term contracts pursuant to Art. 24 paragraph 3, Law of December 30, 2010, n. 240, as amended by Law 79/2022 – 2026RTT04_RISERVATO – Authorization and announcement**

Art.1 - Authorization and announcement of public selection procedure

The selection procedures for the recruiting of 3 tenure-track researchers (RTT) on fixed-term contracts pursuant to Art. 24 paragraph 3, Law of December 30, 2010, n. 240, as amended by Law 79/2022, are hereby authorised and announced, as indicated in the annexes that form an integral part of this call.

Art. 2 – Admission requirements

Eligible candidates for these selection procedures are those who hold a **PhD degree or equivalent qualification**, or, for the relevant fields, a **medical specialisation degree**.

These procedures <u>are restricted</u> to individuals who meet at least one of the following requirements:

a) They are, or have been for a period of not less than one year, holders of fixed-term researcher contracts as per Article 24, paragraph 3, letter a) of Law 240/2010
b) They have been, for a total duration of not less than three years, holders of one or more research grants as per Article 22 of Law 240/2010, in the text in force prior to the entry into effect of Law 79/2022.

Applicants must be in possession of the aforementioned requirements by the deadline for submission of applications to the selection procedure.
Candidates are provisionally admitted to the selection procedure. Until the employment contract is signed, the Rector may, with a justified decision, exclude candidates from the procedure for lack of any of the admission requirements.

Candidates holding academic qualifications obtained abroad must attach a copy of the document issued by the competent authorities recognizing the equivalence or comparability of their qualification to the corresponding Italian qualification.

Documentation proving the recognition of the foreign qualification, or at least the submission receipt of the recognition request to the competent Authorities, must be provided to the Administration at the time of contract signing. However, the documentation proving the equivalence or comparability of the foreign qualification must, in any case, be submitted to the Administration no later than 180 days from the start of employment, under penalty of termination of the employment contract.

The following categories can't participate in the selection procedure:

1) those who are excluded from the enjoyment of civil and political rights;

2) those who have been dismissed or dispensed, or declared forfeited from public employment in a Public Administration;

3) those who are employed on a permanent basis as full professors, associate professors, or researchers, even if they have ceased from service;

4) those who have held, for at least three years, fixed-term university researcher contracts (RTT) or other fixed-term researcher contracts with a tenure track pathway;

5) those who have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the Department proposing the call or with the Rector, the General Director, or a member of the University's Board of Directors.

This Administration guarantees equality and equal opportunities between men and women for access to work and treatment at work.

Art. 3 - Application

The application for the selection, as well as qualifications held, documents and publications deemed useful for the selection procedure, must be submitted, under penalty of exclusion, electronically, using the dedicated application, on the Pica platform page: https://pica.cineca.it/unipd/

In this regard, candidates are invited to consult the **Notes on Submitting the Application for Participation** and the **PICA Guidelines, available at the page**:

https://www.unipd.it/procedure-personale-docente

The application for the selection must be submitted no later than 1:00 PM (Italian time) on the thirtieth day, starting from the day following the publication in the Official Gazette. If the deadline falls on a holiday, the deadline is extended to the first working day.

Under penalty of exclusion, the application must be signed by the candidate and accompanied by a copy of a valid identification document.

The candidate can access the procedure for completing the application for participation also through identification via the SPID system (Public Digital Identity System) - level 2 or CIE (Electronic Identity Card). In this case, it will not be necessary to sign the application.

The service may be subject to temporary suspensions for technical reasons.

In case of proven technical impossibility, the Administration reserves the right to accept the application for admission also in paper format, provided it is received by the deadline of the call.

Candidates coming from non-EU countries with a valid residence permit can use substitute declarations according to the procedures provided for EU citizens, if it is a matter of proving statuses facts and personal qualities that can be certified or attested by Italian public entities or if the production of substitute declarations takes place in application of international conventions between Italy and the country of origin of the declarant. Candidates coming from non-EU countries without a valid residence permit can use the electronic procedure to upload qualifications in pdf format and certificates, issued by the competent authorities of the State of which they are citizens, accompanied by an Italian translation authenticated by the Italian consular authority that certifies its conformity to the original.

The Administration reserves the right to request the production of original copies of the aforementioned documentation at the time of potential employment.

It is not allowed to refer to documents submitted to this or other administrations, or to documents attached to the application for participation in another selection procedure.

Any information or clarification regarding the methods of submitting applications can be requested to the Teaching Staff Office (phone number 049-8273288 – 049-8271929), e-mail reclutamento.docenti@unipd.it.

To report exclusively technical problems, contact support via the link at the bottom of the page: https://pica.cineca.it/unipd

Art. 4 - Content of applications

The application must indicate:

1) surname and name;
2) tax identification number (codice fiscale);
3) place and date of birth;
4) place of residence;
5) citizenship held;
6) the selection in which they intend to participate, specifying the Department, Academic Discipline Group and Academic Discipline, as well as any indication of "first call", "second call", if provided for in the relevant annex to the call;
7) declaration of possessing the admission requirements provided for in Article 2 of this call and the relevant annex;
8) *if an Italian citizen:* declaration of registration in the electoral lists with the indication of the municipality or the reasons for any non-registration or cancellation from the same; *if not an Italian citizen*: declaration of enjoying civil and political rights in the country of citizenship or origin;
9) declaration of not having criminal convictions or any criminal convictions received or any pending criminal proceedings;
10) *only for Italian citizens*: position regarding military service;
11) declaration of not having been dismissed or dispensed, nor having been declared forfeited from public employment in a Public Administration;
12) that they are not already employed on a permanent basis as a university professor of first or second level or as a researcher, even if they have ceased from service;
13) declaration of not having held, for at least three years, fixed-term university researcher contracts (RTT) or other fixed-term researcher contracts with a tenure track pathway;

14) only *for those who are not Italian citizens*: to have an adequate knowledge of the Italian language;

15) declaration of not having a degree of kinship or affinity up to and including the fourth degree, with a professor belonging to the Department proposing the call or with the Rector, the General Director or a member of the University's Board of Directors;

16) declaration of having read the Regulation at the page

https://www.unipd.it/procedure-personale-docente

Candidates with disabilities must specify in the application the necessary assistance in relation to their status, as well as any need for additional time for the interview, pursuant to law 5 February 1992, n. 104.

In the application, it is possible to elect a special domicile for communications from the University Administration. It is also necessary to indicate telephone numbers and e-mail address.

Any change regarding the contact details indicated in the application must be promptly communicated to the Rector by certified email (amministrazione.centrale@pec.unipd.it), or sent to the Teaching Staff Office, by means of a duly signed and dated declaration with a copy of a valid identity document attached, by email to reclutamento.docenti@unipd.it.

The University Administration assumes no responsibility in case of unavailability or for the dispersion of communications due to inaccurate indication of the contact details by the candidate or failure to communicate or late communication of the change of address indicated in the application, nor for any postal or telegraphic errors, or attributable to third parties, fortuitous event or force majeure.

Art. 5 – Assessment Criteria

According to the Regulation for the recruitment of tenure-track researchers (RTT) on fixed-term contracts pursuant to Art. 24 paragraph 3, Law of December 30, 2010, n. 240, as amended by Law 79 the assessment criteria are the following:

a) Scientific Publications

For the evaluation of publications, publications or texts accepted for publication according to current regulations are considered, as well as essays included in collective works and articles published in print or digital journals, excluding internal notes or departmental reports if they lack an international ISSN or ISBN code.

The evaluation of scientific publications submitted for competitive purposes is carried out on the basis of the following criteria:

1. originality, innovativeness, methodological rigor and relevance of each publication;
2. congruence of each publication with themes specific to the academic discipline or with interdisciplinary themes closely related to it;
3. scientific relevance of the editorial placement of each publication and its dissemination within the scientific community;
4. analytical determination, also on the basis of criteria recognized in the relevant international scientific community, of the individual contribution of the researcher in the case of participation in collaborative works (for example: first, second, last author, corresponding author).

b) Teaching Activity

For the evaluation of teaching activity, the volume and continuity of activities are considered, with particular reference to the courses and modules for which responsibility has been assumed, to supplementary teaching activities and service to students.

c) Research, institutional, organizational, management and service activities

1. For the evaluation of scientific research activity, the qualitative standards take the following aspects into account:

a) organization, direction and coordination of national and international research centers or groups or participation in them and other research activities such as direction or participation in editorial committees of journals;

b) achievement of national and international awards and recognitions for research activities;

c) participation as a speaker at congresses and conferences of national and international interest.

2. Without prejudice to the evaluation of publications submitted for competitive purposes, in the evaluation of the curriculum, the overall consistency of the candidate's scientific production, its intensity and temporal continuity must also be taken into consideration. For the purposes of evaluating this continuity, periods of suspension of the employment relationship and other periods of leave or expectation established by current laws and different from those provided for study reasons are not considered, if adequately documented.

For the purposes of evaluating the overall consistency of the candidate's scientific production referred to in the previous point, within the fields where its use is consolidated at an international level, the Committees use one or more bibliometric indicators that can be normalized for academic age, such as:

1) total number of citations;

2) average number of citations per publication;

3) total "impact factor";

4) average "impact factor" per publication;

5) combinations of the previous parameters aimed at enhancing the impact of the candidate's scientific production (such as Hirsch index or similar).

3. For the evaluation of institutional, organizational, management and service activities, the degree of responsibility of the activities performed, their duration and continuity are taken into account.

d) Healthcare activities in the medical field

For the evaluation of healthcare activities in the health field, the congruence of the candidate's overall clinical activity with the academic discipline subject to selection or with a related academic discipline is taken into account, as well as the coherence with the specificity of the healthcare functions indicated in the call.

Art. 6 – Publications

Publications that candidates intend to present must be sent **exclusively in PDF format through the specific section "*Publications and research products deemed useful for the selection*" of the electronic procedure.**

Each publication should not exceed 30 megabytes.

Publications deemed useful for the selection must be submitted respecting the **maximum** number specified in the annex to the call. Failure to observe the maximum limit of publications to be submitted for participation in the selection will be noted by the Selection Committee and will result in exclusion from the selection procedure, by order of the Rector.

Without prejudice to the maximum number of publications provided for in the annex to the call, for proven and motivated technical reasons not dependent on the person submitting the application, publications that exceed the space of 30 megabytes must be reported in a detailed list to be inserted in the IT platform and uploaded in a non-modifiable format (PDF/A) on a portable mass memory (pen drive, USB stick) which must be sent no later than 1:00 PM (Italian time) on the deadline of the call by registered mail, post or express mail or courier with acknowledgment of receipt to the following address: University of Padua - Palazzo Storione - Ufficio Personale docente, Riviera Tito Livio, n. 6 - 35123 Padua.

For this purpose, the postmark or the date stamp of the accepting courier will be considered.

The envelope must clearly indicate the candidate's name and surname and indicate the selection they intend to participate in, specifying the Department, the Academic Discipline Group/ Academic recruitment field and the scientific-disciplinary sector. The device must display the candidate's name and surname and date of birth.

Alternatively, both the aforementioned publications (i.e., publications that exceed the space of 30 megabytes) and the list can be sent by certified email (amministrazione.centrale@pec.unipd.it) within the deadline of the call.

Only publications or texts accepted for publication, together with the publisher's confirmation letter, according to current regulations, as well as essays included in collective works and articles published in print or digital journals will be subject to evaluation, excluding internal notes or departmental reports if they lack an international ISSN or ISBN code.

The PhD thesis or equivalent qualifications are to be considered as a publication according to Ministerial Decree 243/2011, and if submitted as a publication, it will be counted towards the maximum number of publications.

It is also specified that the Selection Committee will evaluate exclusively the documentation relating to qualifications, publications and curricula uploaded by those who submit their candidacy on the PICA platform and visible and included therein. In particular, only information retrievable in the application will be used, while **information retrievable from web page links inserted in the curricula attached to the applications will not be used**.

For publications published abroad, the following details should be provided if possible: the date, place of publication or, alternatively, the ISBN code or equivalent.

For publications published in Italy, prior to September 2, 2006, the obligations according to the forms provided for by art. 1 of the Lieutenant's Decree of August 31, 1945, n. 660 must be fulfilled; from September 2, 2006, the obligations according to the forms provided for by law 15 April 2004, n. 106 and the related regulation issued with D.P.R. May 3, 2006, n. 252, must be fulfilled by the deadline of the selection call.

Publications written in French, English, German and Spanish can be presented in the original language. Publications subject to evaluation can be presented in the original language also in cases where the selection procedure concerns a specific linguistic sector.

In other cases, publications written in a foreign language must be accompanied by a translation into Italian, certified as conforming to the foreign text, drawn up by the competent diplomatic or consular representation or by an official translator, or, in cases where it is allowed, drawn up by the person submitting the application and declared to conform to the original text by means of a substitute declaration of the deed of notoriety pursuant to art. 47 of D.P.R. 445/2000.

The Administration assumes no responsibility for any disruptions attributable to third parties, fortuitous events or force majeure, which result in the non-receipt of the portable mass memory

Art. 7 – Withdrawal of participation in the procedure

Any withdrawal from participation in the selection procedure, signed and dated, must be promptly communicated to the Rector by certified email (amministrazione.centrale@pec.unipd.it) or sent to the Teaching Staff Office as an application in PDF format, duly signed and dated with a copy of a valid identity document attached by email to reclutamento.docenti@unipd.it.

The withdrawal will take effect from the first meeting of the Selection Committee following the date of receipt.

Art. 8 - Selection Committee

The Selection Committee is appointed according to the provisions of art. 13 and 14 of the Regulation for the recruiting of tenure-track researchers (RTT) on fixed-term contracts pursuant to Art. 24 paragraph 3, Law of December 30, 2010, n. 240, as amended by Law 79, available at:

https://www.unipd.it/procedure-personale-docente

From the date of publication of the Rector's Decree appointing the Committee in the University's Official Notice Board, the **thirty-day term** referred to in art. 9 of D.L. 120/1995, converted with modifications into Law 236/1995, begins for the submission to the Rector of any requests for recusal by the subjects under evaluation. The request for recusal, duly signed and dated, with a copy of a valid identity document attached, may be transmitted to the Teaching Staff Office in PDF format, by email to reclutamento.docenti@unipd.it or by certified email (amministrazione.centrale@pec.unipd.it).

If all interested parties declare that there are no grounds for recusal, this term ceases to run even in advance. If the cause of recusal arises, provided it is prior to the date of the Committee's establishment, the term runs from its occurrence.

After seven days from the publication referred to in the first period, the Committee can still begin work, without prejudice to the fact that the presentation of any requests for recusal suspends the procedure for the purpose of evaluating the request and possible replacement of the recused commissioner.

Participation in the Committee's work constitutes an official duty for the members, except in cases of force majeure. The rules on incompatibility and conflict of interest are observed for the composition of the Committees.

Art. 9 – Conduct of the selection

The selection is carried out by the Commission in accordance with Article 16 of the Regulations for the recruitment of fixed-term researchers in tenure-track positions (RTT) pursuant to Article 24 of Law 240/2010 as amended by Law 79/2022.

In particular, the Committee, in its first meeting, elects a President and a Secretary from among its members and predetermines, in application of the call and Articles 7-12 of the aforementioned Regulation, the criteria for:

a) the evaluation of scientific publications, including the phd thesis if presented, of teaching activities, research activities, institutional, organizational, managerial and service activities, and the evaluation of healthcare assistance activities, where applicable;

b) the assessment of language skills relating to the foreign language indicated in the annexes to the call;
c) the assessment of knowledge of the Italian language for foreign candidates.

Unless otherwise specified in the respective annexes to this call, the Selection Committee determines the scores to be attributed to:

a) scientific publications: between 50 and 70;

b) teaching activities, supplementary teaching, and service to students: between 5 and 20;

c) research activities, institutional, organizational, managerial, and service activities relevant to the role: between 10 and 30;

d) healthcare assistance activities, where relevant: between 5 and 20.

The activities referred to in points b), c), and d) must be adequately described in the curriculum vitae.

The adopted criteria are published, for at least seven days, on the University's Official Notice Board, as well as on the website of the Department concerned and on the University website. After seven days, the Selection Committee, following a declaration by each member of the absence of causes of incompatibility and conflicts of interest, proceeds with the preliminary comparative evaluation of the candidates. This evaluation involves expressing a reasoned analytical judgment on the scientific publications, teaching activities, research activities, institutional, organizational, managerial, and service activities relevant to the role, as well as on healthcare assistance activities for procedures in the healthcare field, according to predetermined criteria and parameters.

All candidates are admitted to the discussion if their number is equal to or less than six.

In this case, at the end of the session for predetermining the criteria and after reviewing the admitted applications, the Committee can convene two consecutive sessions. In the first session, the preliminary comparative evaluation of the candidates will be carried out, the results of which will be immediately published at the end of the session. In the second session, the public discussion will take place. The date, location, and time of the public discussion will be published on the University's Official Notice Board and on the website of the relevant Department, and will be included on the University's website at least twenty days before they take place. At the same time, it will be indicated whether, pursuant to Article 16, paragraph 13 of the Regulations, the public discussion will proceed telematically or in person.

If, however, the number of candidates is greater than six, following the preliminary comparative evaluation, the Committee admits to the public discussion of qualifications and scientific production the comparatively most deserving candidates, in a proportion between 10 and 20 percent of their total number, and in any case not less than six individuals.

The list of candidates admitted to the discussion, along with the reasoned analytical judgments related to the preliminary comparative evaluation, the venue, date, and time of the discussion and oral test are published on the University's Official Notice Board and on the website of the relevant Department, and are included on the University's website, at least twenty days before the discussion. At the same time, it will be indicated whether, pursuant to Article 16, paragraph 13 of the Regulations and current legislation, the public discussion will proceed telematically or in person.

Publications on the University's Official Notice Board (https://www.unipd.it/albo-on-line) have the value of notification for all purposes. Therefore, candidates are required to present themselves, with a

valid identity document, on the days and at the place established without further notice. Failure to appear or to connect telematically is considered a definitive implicit withdrawal from the selection.

Following the discussion, the Committee assigns an analytical score to each of the submitted publications, to the teaching activities, research activities, institutional, organizational, managerial, and service activities relevant to the role, as well as to healthcare assistance activities for procedures in the healthcare field, where relevant, according to predetermined criteria and parameters, and expresses a judgment on the oral test.

With a decision taken by a majority of its members, the Commission identifies the winning candidate, who must have achieved an overall evaluation of at least 70 points. **The attribution of points does not, in any case, result in a ranking.**

The judgments expressed by the Committee are made public through publication on the University's Official Notice Board, as well as on the website of the Department concerned and inserted on the University website. Publications on the University's Official Notice Board have the value of notification for all purposes.

As provided for by Art. 17 of the Regulation for the recruitment tenure-track researchers (RTT) on fixed-term contracts pursuant to Article 24 of Law 240/2010 as amended by Law 79/2022, the work of Committee must be concluded within four months from the date of publication of the provision appointing it. The Rector may extend the deadline for the conclusion of the procedure only once and for no more than two months, for proven and exceptional reasons reported by the Committee.

The regularity of the acts is ascertained by Rector's Decree within thirty days of the delivery of the minutes to the competent office; in justified cases, this deadline may be extended by an additional thirty days. In the event that irregularities are found which can be rectified, the Rector, with a justified provision, refers the acts back to the Committee, so that it can provide within a predetermined deadline. Otherwise, the Rector orders the annulment of the procedure acts.

Art. 10 – Department's call proposal

The Department Council that requested the selection procedure, **as provided for in Article 18 of the Regulations** for the recruitment of tenure-track researchers (RTT) on fixed-term contracts pursuant to Article 24 of Law 240/2010 as amended by Law 79/2022, formulates, within 30 days from the date of verification of the regularity of the acts, the proposal to call the professor with a favorable vote of the absolute majority of full and associate professors entitled to vote.

In case the Department fails to propose a call, for the following three years the Department cannot request the initiation of a selection procedure for a position with the same profile, or, if not specified, for the same Academic Discipline Group, except for procedures funded by the European Union. If no decision is made within the aforementioned deadline, the Rector assigns the Department a new twenty-day term to act, after which the decision is transferred to the Board of Directors.

The Department's call proposal is subject to the approval of the Board of Directors, which shall proceed with the call.

Art. 11 – Employment Contract and Hiring

The hiring of the researcher takes place at the conclusion of the call procedure referred to in the previous Article 10, **in accordance with the provisions of Title IV Employment Relationship - Articles 20-26** of the

Regulations for the recruitment of tenure-track researchers (RTT) on fixed-term contracts pursuant to Article 24 of Law 240/2010 as amended by Law 79/2022, through the stipulation of a fixed-term employment contract, signed by the researcher and the Rector..

The rights and duties of the researcher are regulated by the current legal provisions regarding the legal status of university teaching staff and by the current Code of Ethics of the University of Padua.

Without prejudice to the provisions of Article 53 of Legislative Decree 165/2001, **the contract of the RTT researcher is not compatible with the following situations**:

a) other employment contracts with public or private entities;

b) self-employment;

c) with research contracts, post-doctoral positions, and research assignments, including those at other universities or public research institutions;

d) any scholarship granted for any reason by national or foreign institutions, except in cases where it is aimed at international mobility for research purposes;

e) the performance of additional activities prohibited by laws or other regulatory sources, or that may conflict with the institutional activities of the University, except for researchers with a part-time commitment regime who may engage in freelance professional activities and self-employment, provided that these do not create situations of conflict of interest with the University. In any case, the rules of the current University Regulations on criteria and procedures for granting professors and researchers authorization to carry out external assignments apply, in compliance with the laws governing the employment relationship of fixed-term researchers.

The RTT researcher contract is compatible with:

a) enrollment in a phd, provided that the researcher is enrolled without a phd grant or the researcher renounces said grant;

b) enrollment in non-medical specialization schools, provided that the researcher does not receive grants for attending these schools.

The researcher's economic treatment and social security are regulated by the current legislation on the matter.

Art. 12 - Documentation for hiring purposes

The appointed researcher must submit to the Teaching Staff Office the declarations pursuant to Articles 46 and 47 of Presidential Decree 445/2000 attesting to the possession of the requirements provided by current regulations for admission to employment, as specified in Art. 4 of this call, as well as substitute declarations of certifications attesting to their marital status, family composition, any belonging to protected categories, any pension ownership and any registration with professional associations.

The researcher must also submit a declaration pursuant to Articles 46 and 47 of Presidential Decree 445/2000 of not holding other jobs with public or private entities, nor of exercising industry or commerce. Without prejudice to the aforementioned incompatibilities, if the researcher is an employee of a Public Administration or of a private entity or company, they must submit the declaration of acceptance of employment.

If coming from countries not belonging to the European Union, the researcher may submit the declarations pursuant to Articles 46 and 47 of Presidential Decree 445/2000 limited to the statuses, personal qualities and

facts that can be certified or attested by Italian public subjects; where the required data relates to acts formed abroad and not registered in Italy or at an Italian Consulate, the professor must submit the certification issued by the competent authorities of the State of which he is a citizen, accompanied by an Italian translation authenticated by the Italian consular authority that certifies its conformity to the original.

For the hiring, the non-EU citizen researcher must possess a valid residence permit for work purposes in Italy.

Art. 13 – Final provisions

For anything not provided for by this call, the discipline provided for by the current Regulations for the recruitment of tenure-track researchers (RTT) on fixed-term contracts pursuant to Article 24 of Law 240/2010 as amended by Law 79/2022 applies.

The Administration reserves the right to verify the accuracy of declarations, at any stage of the procedure. If the above-mentioned check reveals the untruthfulness of the content of the declarations, the declarant shall forfeit any benefits resulting from the provision issued on the basis of the untruthful declaration, without prejudice to the provisions of Art. 76 of D.P.R. 445/2000, concerning the penalties provided for by the Criminal code and special laws on the matter.

For the purposes of applying the provisions of Law 7 August 1990, n. 241, the person responsible for the procedure is Dr. Anna Maria Fusaro, Director of the Teaching Staff Office.

The processing of personal data requested by this call is aimed exclusively at all activities connected to this competition procedure. The information, provided pursuant to Art.13 of EU Regulation 2016/679 - General Data Protection Regulation, is available at the page: http://www.unipd.it/privacy.

Padova, *date of registration*

The Rector
Prof.ssa Daniela Mapelli

Digitally signed pursuant to Legislative Decree no. 82/2005

Person in charge of the administrative procedure Dr Anna Maria Fusaro	Executive Dr Tommaso Meacci	General Director Ing. Alberto Scuttari