CENTRAL ADMINISTRATION
HUMAN RESOURCES AREA
TEACHING STAFF OFFICE

UNIVERSITÀ DI PADOVA

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: Selection procedures for the hiring of 20 postdoctoral positions, pursuant to Art. 22-bis Law of December 30, 2010, n. 240 – 2026IPD16 - Authorisation and announcement

THE RECTOR

HEREBY DECLARES

Art.1 - Authorisation and announcement of public selection procedures

The selection procedures are hereby authorised and announced for the hiring of 20 postdoctoral positions, pursuant to Art. 22-bis Law of December 30, 2010, n. 240, as indicated in the annexes which constitute an integral part of this call.

Art. 2 - Admissions requirements

The following categories are eligible to take part in the selection:

- Those who, by the deadline for submission of applications for admission to the selection procedure, hold a PhD degree or equivalent qualification obtained abroad.

OR

- those who, by the deadline for submission of applications for admission to the selection procedure, hold, for the relevant fields, a medical specialisation degree.

In case the PhD degree has been obtained abroad, it must have a minimum duration of three years, and its recognition for academic purposes must be declared.

Applicants holding a PhD degree obtained abroad must enclose a copy of the document proving the recognition of the qualification obtained abroad, or at least the receipt of submission of the recognition request to the competent Authorities. The documentation recognising the foreign qualification, or at least the receipt of delivery of the application for recognition submitted to the competent Authorities, must be produced to the Administration at the time of contract signing, it being understood that the documentation certifying the equivalency or equivalence of the foreign qualification must, in any case, be produced to the Administration no later than 120 days after the start of the contract, 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 have been employed on an indefinite basis at a university, public research institution, or an institution whose scientific advanced diploma has been recognized as equivalent to a PhD degree pursuant to Article 74, fourth paragraph, of the Presidential Decree of 11 July 1980, n. 382;

4) Those who have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the University Unit proposing the call or with the Rector, the General Director, or a member of the University's Board of Governors;

5) Those who have held fixed-term researcher contracts pursuant to Article 24 of Law 240/2010 (RTT);

6) Those who have held postdoctoral positions as per Article 22-bis of Law 240/2010 for a period which, when added to the duration of the post-doctoral position here announced, exceeds a total of 3 years, even if not continuous. For the purpose of calculating this duration, periods of absence due to maternity leave or health reasons, as per current regulations, are not considered. The maximum limit of 3 years may be waived solely for the purpose of implementing specific European Union research funding programs within the framework of Marie Sklodowska-Curie Actions (MSCA);

7) Those who have held research contracts, postdoctoral positions, research assignments or RTT contracts, even in different universities, whether state, non-state or online, with institutions of Higher Artistic, Musical and Choreographic Education, with institutions whose scientific advanced diploma has been recognized as equivalent to a PhD degree pursuant to Article 74, fourth paragraph, of the Presidential Decree of 11 July 1980, n. 382, and with public research institutions for a period which, when added to the duration of the contract hereby announced, exceeds a total of 11 years, even if not continuous. For the purpose of calculating this duration, periods of absence due to maternity, paternity or health reasons, as per current regulations, are not considered.

In their application, applicants must also declare that they are aware that the postdoctoral position is not compatible with:

1) enrollment in bachelor's, master's, PhD programs or medical specialisation courses, in Italy or abroad, except for the possibility of implementing specific European Union research funding programs within the framework of Marie Sklodowska-Curie Actions (MSCA);

2) holding PhD scholarships or other scholarships, regardless of how they are awarded by national or foreign institutions, except when these are aimed at international mobility for research purposes;

3) holding other postdoctoral positions as per Article 22-bis of Law 240/2010, research contracts as per Article 22 of Law 240/2010, or research assignments as per Article 22-ter of Law 240/2010;

4) holding tenure-track researcher contracts (RTT) as per Article 24 of Law 240/2010;

5) any other employment relationship with public or private entities, as well as holding research grants;

6) engaging in additional activities prohibited by laws or other regulatory sources, or that may conflict with the institutional activities of the University.

Employees in service at public administrations other than those indicated in paragraph 1 of Article 22 of Law 240/2010, as amended by Law 79/2022, must be placed on unpaid leave by their administration for the duration of the postdoctoral from the start of the contract.

Candidates are provisionally admitted to the selection process. The Rector or their delegate may, with a justified provision, order exclusion from the same for lack of any of the admission requirements.

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 procedure for completing and electronically submitting the application must be completed no later than 1:00 PM (Italian time) on the twenty-fifth day, starting from the day following the publication in the University Official Notice Board. 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. It is recommended in any case to complete the application in advance to avoid possible system overloads.

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

The application for participation is to be considered, to all legal effects, as a self-certification pursuant to Articles 46 and 47 of Presidential Decree 445/2000 and subsequent amendments, of the data contained therein and of the attached documents.

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 the originals of the aforementioned documentation at the time of potential appointment

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.
Applicants with recognized disabilities, pursuant to Law no. 104 of 5 February 1992, must specify in their application the necessary assistance in relation to their status, as well as any need for additional time for the interview.

Any information or clarification regarding the methods of submitting applications can be requested from the Teaching Staff Office (phone number 049-8273288 – 049-8271929 - 049-8273176), 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.

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.

Art. 4 – Assessment Criteria

According to the Regulations for the conferment of research contracts and postdoctoral positions pursuant to Articles 22 and 22-bis of Law 240/2010, the assessment criteria are as follows:

a) scientific-professional curriculum, including overall scientific productivity and research activities carried out at public and private entities, to be evaluated with particular reference to the suitability for carrying out the activities related to the postdoctoral appointment, including healthcare activities, where applicable;
b) scientific publications and other documentable research outputs, with particular reference to their relevance to the activities to be carried out;
c) oral interview to verify the applicant's aptitude for the activities to be carried out, with the possibility of it being conducted in a language other than Italian, as specified in the call.

The weights of the assessment criteria referred to in points a) to c), as well as the maximum number of publications that each applicant can submit, including the PhD thesis, where applicable, and other documentable research outputs, are reported in the annexes to the call for applications.

During the oral examination, the adequate knowledge of the foreign language indicated in the call will also be assessed and, for foreign applicants, the knowledge of the Italian language may be assessed.

Art. 5 - Publications and other documentable research outputs

The publications and other documentable research outputs that applicants intend to submit must be sent exclusively in PDF format through the specific section *"Publications and documentable research products listed among the products evaluable in the latest ANVUR research quality evaluation available at the date of publication of the call, deemed useful for the selection purposes*", of the online procedure.

Each publication and other documentable research outputs should not exceed 30 megabytes in size.

Publications and documentable research outputs listed among the assessable products in the latest ANVUR evaluation must be submitted **respecting the maximum number specified in the annex to the call. Failure to comply with the maximum limit of publications and other documentable research outputs 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 or their delegate.

Without prejudice to the maximum number of publications and documentable research outputs indicated in the annexes to this call, for proven and justified technical reasons not dependent on the applicant, publications exceeding the 30 megabyte limit should be listed in a detailed inventory to be uploaded to the online platform. In this case, the publications must be loaded in a non-modifiable format (PDF/A) on a portable mass storage

device (pen drive, USB stick), which must be sent no later than the deadline of the call by registered mail, post or express mail, or courier with acknowledgment of receipt to the addresses indicated in the annexes to the call. Alternatively, the aforementioned list may be sent via certified email (PEC) to the addresses indicated in the annexes to the call.

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 report the selection they intend to participate in, specifying the Department, the Academic Discipline Group/Competition Sector and the Academic Discipline. The device must display the candidate's name and surname and date of birth.

Alternatively, both the publications and research outputs that exceed the 30 megabyte limit and the list can be sent by certified email (amministrazione.centrale@pec.unipd.it) within the deadline of the call.

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.

a) Publications

Only publications or texts accepted for publication, along 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 evaluated, excluding internal notes or departmental reports if they lack an international ISSN or ISBN code.

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

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

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

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

In other cases, publications written in a foreign language must be accompanied by a translation into Italian, certified as conforming to the foreign text, prepared by the competent diplomatic or consular representation or by an official translator, or, where permitted, prepared by the applicant and declared to conform to the original text by means of a declaration in lieu of affidavit pursuant to Article 47 of Presidential Decree 445/2000.

b) Documentable Research Outputs

These refer to the outputs listed among those assessable in the latest ANVUR evaluation of research quality available at the date of publication of the call.

The VQR call is available at the following link: https://www.anvur.it/it/ricerca/qualita-della-ricerca/procedure-valutative/riferimenti-normativi-e-documenti

It is also specified that the Selection Committee will evaluate exclusively the documentation related to qualifications, publications, and curricula uploaded by the applicants on the PICA platform and visible and

resident therein. In particular, only the information available 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.**

Art. 6 – 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. 7 - Selection Committee

The Selection Committee is appointed by decree of the Rector or their delegate in accordance with Article 28 of the Regulations for the conferment of research contracts and postdoctoral positions pursuant to Articles 22 and 22-bis of Law 240/2010, available at the following link: https://www.unipd.it/procedure-personale-docente

Art. 8 - Selection procedure

The selection is carried out by the Committee according to the provisions of Article 29 of the Regulations for the conferment of research contracts and postdoctoral positions pursuant to Articles 22 and 22-bis of Law 240/2010.

In the first meeting, the Committee predetermines the criteria for evaluating the elements specified in the annexes to the call and establishes the content of the oral examination; the minute of the first meeting are published on the University's Official Register, on the University's website, and on the University Unit's website.

Subsequently, the Committee reviews the admitted applications and, having verified the absence of incompatibility causes and conflicts of interest for each committee member, proceeds with the comparative evaluation of the applicants, assigning scores to the evaluation elements.

After conducting the oral examination, the Committee identifies the winning applicant, who must have achieved a threshold score of 60 hundredths in the overall evaluation, and draws up a list of positively evaluated applicants with their respective scores.

The selection proceedings are approved by Decree of the Rector or their delegate and published on the University's Official Register, on the University's website, and on the University Unit's website.

The date, time, and modalities (in-person or online) of the oral examination, if not indicated in the annex to the call, will be established by the committee in its first meeting and made known through the publication of minute no. 1, with at least 10 days' notice. If necessary, the interviews may continue on subsequent days.

Publications on the University's Official Register (https://protocollo.unipd.it/albo/viewer) have the value of official notification for all purposes. Therefore, applicants who have not been notified of their exclusion from the selection are required to present themselves without any prior notice, with a valid

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

The condition of being placed on the list of positively evaluated applicants in a selection procedure does not constitute a qualification for subsequent selection procedures. In case of equal merit, preference is determined by the younger age of the applicant.

Art. 9 - Contract Stipulation

The appointment of the postdoctoral position holder takes place through the stipulation of a fixed-term subordinate employment contract, on a full-time basis. The contract is drawn up in written form and is signed by the Rector or their delegates and by the contract holder.

The contract contains the specific functions, rights and duties related to the position held and the due economic treatment. Regarding fiscal, welfare and social security treatment, reference is made to the provisions on income from employment in the regulations on subordinate work.

Within six months of the approval of the selection proceedings, in case of withdrawal or resignation of the winner or in case of supervening needs in the Academic Discipline/Academic Discipline Group, the University Unit that requested the selection can stipulate a postdoctoral contract with one or more applicants positively evaluated in the same selection, following the decreasing order of the final score, provided that this score is above the threshold indicated in the call.

The postdoctoral contract does not give right to access to permanent positions.

For the start of the contract, the holder of the postdoctoral position who is a non-EU citizen must possess a valid residence permit for work purposes in Italy.

Art. 10 - Rights and Duties

The holder of the postdoctoral position is required to personally carry out the activity that is the object of the contract, under the direction of the Director of the University Unit and the Supervisor of the appointment, and will be the subject of a specific technical-scientific report to be submitted annually for approval by the University Unit.

The work performance of the postdoctoral holder is articulated in relation to the organizational aspects and functional needs established by the University Unit. The Supervisor may identify particular modalities for carrying out the performance.

For matters not expressly provided for in this article, please refer to Articles 33 and 35 of the Regulations for the conferment of research contracts and postdoctoral position pursuant to Articles 22 and 22-bis of Law 240/2010.

Art. 11 – Confidentiality and Intellectual Property

Any invention, susceptible to patenting, realized by the holder of the postdoctoral in the performance of their duties, is regulated in accordance with the current legislation on the matter, the specific University Regulations, and the clauses of the individual contract.

Art. 12 - Economic Treatment

The holders of the postdoctoral positions are entitled, for the duration of the relationship, to an annual gross all-inclusive economic treatment pursuant to Article 22-bis of Law 240/2010.

The recognized economic treatment is indicated in the annexes to the call.

The annual gross remuneration is not subject to indexation or revaluation.

Art. 13 - Final Provisions

For matters not specified in this call, reference is made to Article 53 of Legislative Decree 165/2001 where compatible and to the rules contained in the current Regulations for the conferment of research contracts and postdoctoral positions pursuant to Articles 22 and 22-bis of Law 240/2010 as amended by Law n. 79/2022 of the University of Padua.

The Administration reserves the right to verify the truthfulness of the declarations at any stage of the procedure. If the above-mentioned verification reveals the untruthfulness of the content of the declarations, those who have made the declarations shall forfeit any benefits resulting from the measure issued on the basis of the untruthful declaration, without prejudice to the provisions of Article 76 of Presidential Decree 445/2000, regarding the penalties provided for by the penal code and special laws on the matter.

For the purposes of applying the provisions of Law no. 241 of 7 August 1990, the person responsible for the procedure is Dr. Anna Maria Fusaro, Director of the Teaching Staff Office – Riviera Tito Livio, 6, Padua.

Art. 14 - Processing of Personal Data

The processing of personal data requested by this call is aimed exclusively at all activities related to this competition procedure. The information notice, provided pursuant to Article 13 of EU Regulation 2016/679 - General Data Protection Regulation, is available at the page: https://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