



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA
AREA DEL PERSONALE

THE DIRECTOR

- WITH REFERENCE TO** the rules referred to in Article 13 of the present call for application;
- WITH REFERENCE TO** the resolution of the Department Board of History and Cultures - DiSCi of 16th march 2023;
- WITH REFERENCE TO** the resolution of the Board of Directors of 24th march 2023, with which the request was approved;

ORDERS

Art. 1 – Purpose

A procedure of comparative evaluation by qualifications and public discussion is called for the recruitment of 1 position for Tenured Assistant Professor with a fixed-term full-time employment contract, pursuant to art. 24, paragraph 3, of Law no. 240/2010, Sector competition reference 11/A1 - Medieval History, Scientific sector M-STO/01 - Medieval History.

The job is activated for the needs of research and study of the Department of History and Cultures - DiSCi of the Alma Mater Studiorum - University of Bologna.

Serving primarily at the Department of History and Cultures - DiSCi, in Bologna.

The contract shall last six years. A gross annual salary of € 36.840,00 will be granted to the Assistant Professor.

The annual increase in this amount will be calculated according to the existing procedure for non-contracted personnel.

Art. 2 – Activities to be performed

The contract includes 350 hours of supplementary teaching and assistance to students, for each academic year covered by the contract. The contract shall schedule 60 hours of frontal teaching on annual basis.

Concerning the provisions of art. 11 of the Regulation issued by Rectoral Decree no. 151 of 3rd February 2023 and amendments, the assistant professor's activities must be linked to the development of the project: "Memory, written cultures and tradition in the European Middle Ages", position financed under the Departments of Excellence 2023-2027 initiative (pursuant to law no. 232 of 11th December 2016 - art. 1, paragraphs 314-337), launched with a note from the MUR prot. no. 6517 of 13th may 2022.

The researcher, who will collaborate in the department's project of excellence, will have to carry out research that covers the broad chronological span from the 5th to the 15th century and that is intertwined, in terms of content and methods, with the history of antiquity and ancient and modern times. Research that must be characterised by interdisciplinarity and a wide range of methodological instances that take into account the characteristic European and Italian connotations, but that are also open to investigations into the various aspects of European expansion and thus of contact with other cultures that have their origins in the medieval age. The researcher must have acquired skills relating to the historical study of political-institutional, economic-social, religious, gender, cultural and military phenomena of the medieval period, as well as methodology, sources, historiography and didactics.



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In the three years the researcher will publish at least 6 articles (3 of which published in A-ranked Journals) or 1 volume and 2 contributes (1 of which published in A-ranked Journals). 2 articles will relate to the topic of the Departement project.

Art. 3 – Admission requirements

The selection is open to applicants, even citizens of countries not belonging to the European Union, who have obtained the PhD or equivalent qualification obtained in Italy or abroad.

Applicants must be in possession of the aforementioned qualification at the date of the deadline for the submission of applications to the present selection.

In case of PhD obtained abroad, please include a statement of equipollence with the Italian PhD title pursuant to art. 74 of D.P.R. 382/1980, for those who already possess it, or the provision of recognition of the candidate's title for the participation in calls for assistant professor in Universities and public research bodies, pursuant to and for the purposes of Legislative Decree 206/2007, amended with Legislative Decree 15/2016 (for EU titles) and of the D.P.R. 394/99, art. 49 (for non-EU qualifications).

Winners of the procedures who are not in possession of the aforementioned documentation are requested to contact the “Ricercatori a tempo determinato” Office (apos.ricercatoritempodeterminato@unibo.it) of the University of Bologna within 15 days from the approval of the deeds. The office personnel will provide the necessary information to start the procedure for the recognition of foreign qualifications.

In any case, the proof of the recognition of the foreign qualification must be produced to the administration prior to beginning service and, anyhow, within 90 days from the publication of the approval decree of the procedure on the official university bulletin, otherwise the exclusion from the ranking list occurs.

Applications from professors, associate professors, or assistant professor with tenure, as well as individuals who have already benefited from 3-year contracts as Tenured Assistant professor, will not be accepted, even if the applicant is not in service.

The selection is not open to any persons who are related by blood up to the fourth degree, to a professor working in the Department or in the Structure that proposed the activation of the contract, or to the Rector, Director General or a member of the Board of Governors of the University.

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State employees may on unpaid leave for the entire duration of the contract, thus occupying a non-tenure position without pay or social security contributions, in cases where such a position is allowed by the structure of origin, likewise without pay or social security contributions.

Art. 4 – Application procedure

The submission of the application for participation in the selection must be made exclusively via electronic procedure by accessing the following link: <https://pica.cineca.it/unibo/>

Call deadline: 16th june 2023 at 12:00 (noon, Italian Time).

The application must be submitted at the same time with the insertion of all the attached documentation required.



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The following documents shall be enclosed to the electronic application form (preferably files: PDF, other supported files: JPG, BMP, PNG):

1. identification document scanned (10MB max);
2. curriculum vitae with indication of the scientific-professional activity (10MB max);
3. reference letters, if any. If already available to the candidate, letters can be uploaded directly during the application (10MB max). Alternatively, letters can be submitted by a referee. In this case, the candidate should provide the referee's e-mail address. When the application is finalized and submitted, the system will send an automatic request to the referee's email, providing the details of the candidate and the selection, together with a link for the uploading of the letter. Letters shall be uploaded by the application deadline in order to be included among the candidate's documentation;
4. scientific publications (max «12»: other supported files are TIFF and PS, 20MB max each document) which are already printed at the date of the call of application deadline, or scientific publications accepted for printed, together with the publisher acceptance letter. While uploading each document will be asked to indicate the title, the authors' names, the publisher, the year of publication. Optional information are the month, the ISBN code, the DOI code, the booklet number. Pursuant to Ministerial Decree 243/11, the PhD thesis is considered a publication, and thus if presented by the candidate it shall be included in the maximum number indicated («12»).

While applying, applicants shall declare under their own responsibility:

1. surname and name;
2. place and date of birth;
3. citizenship;
4. residence address;
5. (if Italian citizens) registration to electoral rolls. If any, the reasons why he/she is not registered or cancelled from them;
6. that there have not been any criminal proceeding against them or current criminal proceedings; otherwise, applicants shall specify the proceedings against them (the date of the record and the judicial authority that issued it) and pending penal proceedings. The existence of a previous criminal conviction is not in itself an impediment to hiring, unless it is a conviction for a crime that prevents the establishment of the employment relationship with the public administration as it derives from the interdiction from public office, or the inability to contract with the public administration, or the termination of the employment relationship (articles 28, 29, 32-ter, 32-quater, 32-quinquies of the Criminal Code, articles 3,4, 5, L. 97 of March 27, 2001). In other cases, the Administration will ascertain the gravity of the criminally relevant facts committed by the person concerned, for the purposes of access to public employment. This check is carried out with the aim of ascertaining the existence of the fiduciary element which constitutes the fundamental prerequisite of the relationship between employer and worker, as well as for the purpose of assessing the existence of the requisites of moral suitability and aptitude to carry out activities as a public employee;
7. to have or not to have benefited of non-voluntary leave periods due to maternity/paternity compulsory abstention or for serious health reasons, indicating the periods in case
8. possession of the qualification required pursuant to Art. 3 of this call for application and the mark obtained, if any;
9. to be fit to the employment the selection refers to;



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10. that they are not, nor have been, professors, associate professors or researchers with tenure, even if not in service, nor to have been tenure track fixed-term assistant professors for at least three years;
11. that they are not related by blood up to the fourth degree, to any professor working in the Department or in the Structure that proposed the activation of the contract, or to the Rector, Director General or a member of the Board of Governors of the University of Bologna;
12. elected e-mail address for the purpose of the participation in this contest;
13. Foreign citizens shall also declare to have a proper knowledge of Italian and to enjoy civil and political rights also in their origin countries or the reasons for loss of enjoyment;
14. to have attended, or not to have attended, for at least thirty-six months, even cumulatively, PhD courses or carried out research activities on the basis of the formal assignment of positions, excluding free-of-charge activities, at other universities or research institutes, either in Italy or abroad;
15. to have been, or not to have been, for at least thirty-six months, holder of junior fixed-term assistant professor contracts or holder of one or more research grants under article 22 of the law of 30 December 2010, n. 240.

Any modification shall be timely communicated to the “Ricercatori a tempo determinato” Office.

In the event of technical problems, you can contact Cineca Support. Details can be found at the bottom of web page <https://pica.cineca.it/unibo/>.

Art. 5 – Applicants’ obligations

The penalty of exclusion from the selection shall apply in the following cases:

- Non-compliance with the terms established for posting the application form;
- Lack of the requirement pursuant to art. 3 of the present call for application (qualification).

All applicants shall be admitted to the selection and the Administration reserves the right to check that they actually are in possession of the requirements necessary to apply for the selection; the Administration may, at any time and even after the exams, order the exclusion from the selection hereto.

Art. 6 – Selection Board

The Selection Board will be appointed upon administration resolution and is composed of three full or associate professors belonging to the competition Scientific sector or, alternatively, to the same competition macro-sector for which the procedure is announced or of equivalent role in the case of components not coming from national universities, identified by the Department that proposed the activation of the contract.

Two of the members, external to the University, are drawn with the methods provided by the art. 8-bis of the “Regolamento per la disciplina delle chiamate dei Professori di Prima e Seconda fascia”, issued with DR 977/2013 and s.m., in application of articles 18 and 24 of the Law 240/2010. A third component is identified by the Department Council among the professors inside or outside the University.

As envisaged by art. 57 of Legislative Decree 165/2001, in order to guarantee equal opportunities between men and women for the access to work and work treatment, generally, at least one member is female.

The Selection Board appoints a president and a recording secretary between their members.



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Notice of the appointment of the will be published on Alma Mater Studiorum - University of Bologna website.

Art. 7 – Selection procedure

The selection procedure is carried out by the Selection Board after a preliminary evaluation of each candidate's qualifications, curriculum and scientific production, including the doctoral thesis, according to the criterion identified by the MIUR in D.M. 243/2011.

The candidates chosen in the preliminary evaluation based on their comparative merits - between 10 and 20% of the number of applicants and not less than 6 - will then be called for interview. The interview will consist of a discussion of the candidate's qualifications and scientific production and may take the form of a seminar open to the public. If the total number of candidates is 6 or less all candidates will be interviewed.

Any reference letters produced by the candidates will also be considered.

The discussion will take place in Italian. During the discussion, candidates must demonstrate adequate knowledge of the English language.

The discussion with the Selection Board will be carried out in public form and will be held in presence or electronically using the audio and video teleconferencing tool via the Teams platform (the workstation from which candidates will take the interview must be equipped with a webcam - essential for the recognition of the candidate - microphone and headphones and/or audio speakers). Notice of the day, time and methods of conducting the public discussion (whether in presence or electronically via Teams) as well as the list of admitted candidates will be published at least 20 days before the discussion on the University website at: <https://bandi.unibo.it/docenti/rtd>.

The publication on the University website will constitute official notification to all applicants, without any obligation for any further communication.

The publication will be communicated by e-mail to the address indicated by the candidates in the application.

The Alma Mater Studiorum - University of Bologna does not assume any responsibility for the non-receipt or the not-read of the e-mail.

It is up to candidates to keep themselves informed by consulting the University website page to find necessary information about selection.

Candidates attending the interview must bring a valid identification document with them.

EU citizens shall bring their passport or an identity document issued by their country of origin. Non-EU citizens shall bring their passport.

Art. 8 – Ranking list and call proposal

At the end of the exams, the Selection Board draws up the merit ranking list. In case of equal merit, priority is determined by younger age.

The general merit ranking list is approved pursuant to an administration resolution and will be published in Alma Mater Studiorum – University of Bologna Official Bulletin. The ranking list is valid for six months.

The terms to raise any appeal shall start from the date of publication of said notice, in case the resolution has not been otherwise disclosed.

The use of the ranking is bound to the study and research needs related to the SSD M-STO/01 - Medieval History, foreseen by the call.



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The Department of History and Cultures - DiSCi, will propose the recruitment by a majority vote of the professors and associate professors of the Department and approved by the Board of Governors. Furthermore, the Department will propose the effective date of the contract, which must be signed within the peremptory term of 90 days from the date of approval of the procedure documents.

Art. 9 – Employment procedures

Following the conclusion of the recruitment procedure referred to in art. 8, the candidates will be asked to sign a fixed-term contract of full-time employment. The contract must be signed within the peremptory term of 90 days from the date of approval of the procedure acts.

The employment relationship is governed by a personal contract, statutory laws and UE regulations. The personal contract shall specify any reasons for which it might be terminated, as well as the relevant periods of notice. In any case the contract will be terminated immediately and without notice in the event of the cancellation of the recruitment procedure to which it is inalienably linked.

The trial period shall last three months. At the end of the period, unless the employment relationship has been terminated by either of the parties, the employee is confirmed for service and the whole period worked from the beginning of the contract shall be calculated for seniority purposes.

Art. 10 – Documentation required for the participation in the public selection and for hiring purposes

For the purposes of participation in the public selection, documents and qualifications in English, French, German and Spanish can be produced in the language of origin. Documents and qualifications written in other languages must be presented in the original language with an Italian or English translation attached. The translation must be true and correct, written by an Italian consular, a qualified diplomatic representative, or an official translator.

Regarding the documentation necessary for hiring purposes, all the documents written in any foreign language shall be accompanied by a true and correct translation into Italian, written by an Italian consular, a qualified diplomatic representative, or an official translator.

Art. 11 – Rights and duties of a researcher with a fixed-term contract of employment

In accordance with the rights and duties of public employees prescribed by the Italian civil code, on signing the contract the assistant professor will be expected to perform all those activities mentioned in Art. 2. These activities will be carried out in respect of the existing hierarchy and in coordination with existing programmes and research projects.

The assistant professor will perform the requested activities in person, substitution is not permitted. Existing Italian laws concerning maternity, injury and illness will be applied.

The assistant professor undertakes to fulfill the obligations of conduct prescribed by the code of conduct, issued by DPR 62/2013.

Art. 12 – Processing of personal data and person in charge for the contest

Information about the processing of personal data (provided during the application process) are available at the link: www.unibo.it/privacy (Notice for participants in contests and selections published by the University).

The person in charge of the selection procedure is Mr. Gianfranco Raffaelli of “Ricercatori a tempo determinato” Office - Piazza Verdi n. 3 - 40126 Bologna.



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For further information, please contact: “Ricercatori a tempo determinato” Office of Alma Mater Studiorum - Università di Bologna – Piazza Verdi n. 3 - Tel. +39 051 2098972 – 2098958 – 2099980; e-mail: apos.ricercatoritempodeterminato@unibo.it.

Art. 13 – Reference Regulations

The present notice is issued based on the following regulations:

- Art. 24 of Law no. 240 dated December 30th, 2010;
- D.P.R. (Decree of the President of the Republic) no. 445 dated December 28th, 2000;
- Leg. Decree no. 165 dated March 30th, 2001;
- Law 241/1990;
- Regulation for fixed-term tenured assistant, issued by Rectoral Decree no. 151 of 3rd February 2023¹.

For the Director
Digitally signed by Giovanni Longo

¹ <https://normateneo.unibo.it/regolamento-per-la-disciplina-dei-ricercatori-a-tempo-determinato-in-tenure-track-rtt-ai-sensi-dell2019art-24-della-l-240-2010-cosi-come-modificato-dalla-l-79-2022>.