

PUBLIC NOTICE OF CANDIDATE SELECTION, BASED ON QUALIFICATIONS AND AN INTERVIEW, FOR THE AWARDING OF 1 WORK CONTRACTS ON A SELF-EMPLOYED BASIS TO COVER THE NEEDS OF THE DEPARTMENT OF ECONOMICS

THE DIRECTOR

Having regard to art. 2222 et seq. of the Italian Civil Code;

Having regard to art. 7 of Italian Legislative Decree 165/2001, as amended;

Having regard to Italian Law 240/2010 concerning the organisation of the University, academic staff and recruitment, as well as the Government mandate to incentivise the quality and efficiency of the university system;

Having regard to Italian Legislative Decree 33/2013, as amended, restructuring the rules governing the right of civic access and the public administration's obligations in relation to the publicity, transparency and dissemination of the information;

Having regard to art. 1, para. 303 of 2017 Italian Budget Law no. 232 dated 11/12/2016, which provides that in order to promote the development of research activity in State universities and to maximise the activities performed in support of the same without further cost to the State, the deeds and contracts referred to in art. 7, para. 6 of Italian Legislative Decree no. 165 of 30 March 2001 entered into by State universities are not subject to the prior control of the Court of Auditors provided for by art. 3, para. 1, letter f-bis) of Italian Law no. 20 of 14 January 1994;

Having regard to the Decree of the Department Director Rep. n. 147/2025 Prot. n. 3227 of 24/07/2025 which authorised the appointment referred to in art. 1 in order to perform the tasks described therein;

Having verified that the position cannot be filled internally;

MAKES THE FOLLOWING ANNOUNCEMENT

A competitive procedure, based on qualifications and an interview, is hereby announced to appoint a self-employed worker for a period of 3 months to support the “Green standards, barriere tecniche al commercio e criteri ESG negli accordi commerciali regionali” Project, under the project PNRR PE9 GRINS Funded by the European Union - NextGenerationEU under the National Recovery and Resilience Plan (PNRR) - Mission 4 Education and research - Component 2 From research to business - Investment Investimento 1.3 , Notice D.D. 341 del 15/03/2022, from title: “Growing Resilient, INclusive and Sustainable”, proposal code PE0000018 - CUPJ33C22002910001; Scientific Coordinator Prof. Stefano Antonio Bolatto, in order to meet the needs of the Department of Economics.

Article 1

**Project for which the appointment is required.
Duration, scope and location of the appointment.**

The appointment will be for a period of 3 months, indicative start date 1st October 2025 with an indicative commitment of approximately 630 hours.

Project and objectives

The Project is aimed at the creation of a series of datasets, to be combined with others relating to bilateral trade flows and financial statement data of Italian and/or foreign companies already in the possession of the requester. The activity in question will require the collection, summarization, and harmonization of data on (i) product standards or technical barriers to trade, with particular attention to products targeted by European policies on the circular economy and environmental protection; and on (ii) internal provisions of regional international agreements, with particular focus on environmental standards, financial constraints, banking or financial support for exports, and ESG criteria.

Scope of the appointment.

The appointment will entail the following:

The assignment will cover the following activities: - Survey of the main databases containing references to non-tariff trade barriers, such as product standards and technical barriers to trade in general - Text analysis of a series of regional trade agreements to identify information relevant to ESG criteria, financial support for exports, and environmental standards - Summarization of key scientific works that have created alternative datasets or that have previously harmonized the surveyed data - Creation of a database by merging the newly created database with others already in the possession of the working group

Location

The activities will mostly be carried out remotely, as well as at the department and/or at any other University facility or other location chosen by the worker that is functional to achieving the project objectives.

Article 2 General application requirements

This call for applications is open both to permanent **Officers Area and/or Highly Professional Area** employees of the University and to external applicants.

The application requirements for the purposes of this competitive assessment are as follows:

1. Degree qualification: Master's degree or equivalent, recognized, or comparable academic qualifications (including foreign equivalents) in Economics (LM-56 class)
2. 12 months of experience (also non-continuous) at international institutions and/or national or foreign research centers/entities on topics related to the subject of the contract.
3. No criminal convictions and/or pending criminal proceedings such as would be incompatible with the appointed work to be carried out
4. Enjoyment of civil and political rights
5. Adequate knowledge of Italian, if the candidate is a foreign citizen

For degree qualifications gained abroad, a declaration of equivalence is required in accordance with the applicable laws in force. In the absence of such a declaration, candidates must include with their application a translation in Italian of the foreign degree qualification, accompanied by a declaration by the candidate that the translation is a true representation of the original.

Foreign degree qualifications may be declared admissible by the Selection Committee solely for the purposes of participating in the selection. If the successful candidate has gained degree qualifications in a country outside of the European Union, he/she must send the University the official translation along with a declaration of the value of the degree by the relevant Italian diplomatic or consular official in their country of origin. It must be sent in the same manner as that provided for submitting the application, in accordance with the laws in force, prior to signing the contract.

Applicants who are related, up to and including the fourth degree of consanguinity, to a professor within the Department that has requested the appointment, or to the Rector, the Director General or a member of the Board of Governors of the University, may not participate in the selection. Staff who have taken early retirement are also disqualified from applying pursuant to art. 25 of Italian Law 724/1995.

The requirements must be met on the date of expiry of this notice.

Candidates who do not meet the application requirements or who fail to declare them shall be excluded from the selection procedure.

Article 3 University employees

Permanent employees of the University may indicate their interest using the form in annex 2 in the manner specified in article 5.

Under penalty of exclusion, the application of the employee must be accompanied by the relative AUTHORISATION from their department manager using the form in annex 3.

Work carried out by an employee of the University may be performed only in accordance with the contractual terms and conditions of the collective bargaining contract applicable to the university sector in compliance with the laws in force, particularly Italian Legislative Decree 165/2001, as amended.

The appointment will be performed by the employee during office hours and does not provide for any additional payment in that it is considered part of the services rendered.

Article 4 Application

The application, which must be prepared in line with the template attached to this notice (annex 1) and accompanied by the documentation specified below, must be sent to this Administration by **no later than August 28, 2025, at 1:00 p.m.**

This notice of selection will be posted on the University website <https://bandi.unibo.it/collaborazioni/incarichi>.

The application may be submitted by the candidate in any of the following ways:

- Hand delivered to the Alma Mater Studiorum - Università di Bologna – Segreteria Amministrativa del Dipartimento di Scienze Economiche, Piazza Scaravilli 2, 40126 Bologna, during the following days and hours: Wednesday and Friday, from 9:30 AM to 3:00 PM
- "by fax to the number +39 051 2086278 – please include the reference protocol details of this notice
- Submitted by certified email (PEC), sent from the applicant's personal PEC address to **dse.dipartimento@pec.unibo.it**, containing the duly compiled and signed application any other documents required in .pdf format, together with a scanned copy of the applicant's valid identification document.

The date of receiving the applications is established and demonstrated:

- if hand delivered: by the date indicated in the receipt signed and issued by the staff member of this office who received it;
- if sent by fax: from the date and time the fax is received
- if sent by PEC: by the date of the email.

Applications that are not signed or that arrive after the date indicated above or via means other those indicated will not be considered.

This office accepts no responsibility for the failed delivery of any correspondence that is not caused by the actions of its employees.

Candidates are responsible for ensuring that their application indicates:

- their name and surname;
- their place and date of birth;
- their nationality;
- their residence and address for the purposes of the selection procedure;
- that they do not have any criminal convictions and that there are no pending criminal proceedings concerning them (where this is not the case, all criminal convictions and/or pending proceedings must be listed);
- that they meet all the application requirements indicated in article 2 of the call for applications.

In their application, disabled candidates, pursuant to art. 3 of Italian Law no. 104 of 5/2/1992, may request the benefits provided for by art. 20 of said law (additional time, special aids, etc.) by attaching a certificate relating to the specific disability status, issued by the competent medical commission.

The following documentation must be included with the application:

1. Signed and dated curriculum vitae, which must be in the Europass format attached to this call for applications (annex 4). The curriculum must provide a detailed overview of the candidate's educational and professional experience, as well as the qualifications that he/she intends to submit for evaluation;
2. List of qualifications that the candidate intends to submit for evaluation;
3. A photocopy of the candidate's valid identity document;
4. Under penalty of exclusion, permanent employees must submit a written authorisation from their department manager (annex 3).

All candidates are admitted to the selection procedure subject to verification that they meet the requirements to participate. The Office may decide at any time, also following the interview, to exclude a candidate from the selection procedure.

Candidates are reminded that in dealings with the bodies of the public administration and public service providers, the notarial deeds and certificates issued by the Italian public authorities are substituted by the declarations referred to in articles 46 and 47 of Italian Presidential Decree 445/2000.

Any certifications attached to the application will therefore not be considered for the purposes of evaluating the aforementioned qualifications, pursuant to art. 15 of Law 183/2011. Said certifications must be self-certified by the candidate.

Article 5

Admission, selection, ranking and notifying the candidates

The selection will be based on an assessment of the candidates' qualifications and will be made by a Committee of experts.

Candidates who have been excluded from the selection procedure will be notified via registered mail with return receipt or via e-mail.

Candidates who do not receive notification of exclusion by the date of the interview are expected to attend said interview.

Interviews for both internal staff and external candidates will be held on **September 3, 2025, starting at 1:00 PM**, via telematic means, using audio and video teleconferencing through the Microsoft Teams platform. The workstation from which candidates will take the interview must be equipped with a webcam (essential for candidate identification), a microphone, and headphones and/or speakers.

Candidates admitted to the interview will receive a personal invitation from the Selection Committee or the Administrative Office, sent to the email address provided in their application, containing all the necessary details to attend the interview.

This notice serves as an official notification to all candidates participating in the selection process, and no further communication will be provided.

The aim of the interview is to ascertain knowledge and skills in the following areas:
knowledge of data analysis software (e.g. Stata, R, Python, etc.) and understanding of the concepts underlying the data collection

The candidate's professional curriculum will also be discussed, and knowledge of English will be ascertained.

The interview will be conducted in English

In order to be admitted to the interview, candidates must be in possession of a valid identity document.

The interview will be deemed successful with a score of at least 30/60.

The qualifications eligible for consideration are those that fall under the categories indicated in annex 5 to this notice. They will be assessed through the allocation of points as indicated therein. The total points allocated may not exceed 20

The qualification assessment will be considered passed with a score of at least 10/20.

Qualifications received after the deadline for the submission of applications to participate in the competitive selection procedure will not be considered.

The qualifications will be assessed after to conducting the interview only for candidates who have passed the interview.

The outcome of the assessment of qualifications will be made known with the publication of the selection results.

The overall final score (max. 80 points) will comprise the sum of:

- the points allocated following the interview (max. 60 points);
- the points allocated for the qualifications set out in annex 5 (max. 20 points).

Upon completion of the selection procedure, the Committee will compile a list of candidates ranked according to merit which will be valid for 4 months and which will be used in the event that the successful candidate does not take up the appointment.

The Department Manager will issue a decree approving the ranking list compiled by the Selection Committee, which will be published on the website: <https://bandi.unibo.it/collaborazioni/incarichi>

The decree approving the ranking list will be sent by email to the successful candidate and to those on the ranking list.

Article 6

Overall pay and work specifications for external personnel

The gross pay, calculated for the entire duration of the contract, is established in the amount of EUR 6.054,00 (six thousand fifty-four /00), including the taxes, social security and insurance contributions that, by law, must be paid by the worker.

The worker will be paid in arrears in monthly instalments, and the payment shall be subject to a declaration that the work has been duly performed, issued by the Manager in charge of the service, Prof. Stefano Antonio Bolatto.

The worker must take out appropriate third-party liability insurance cover, for which he/she may avail of the University's broker.

In accordance with articles 2222 et seq. of the Italian Civil Code, the services covered by this contract are provided in the context of a working relationship marked by the absence of subordination, involving the provision of services without any specified working hours or hierarchical restrictions.

The worker will offer his/her services on an independent basis, even though he/she will have access to the documentation and facilities of Department of Economics without this signifying in any way that he/she is permanently established in the organisation of the University of Bologna.

In particular, in order to perform the services, the worker:

- will perform his/her work on a completely independent basis;
- will work in the absence of subordination and without coordination with the activities of the University of Bologna or permanent establishment in its organisation;
- will decide on the technical and operational means of delivering the service, in accordance with any agreements with the University.

This contract does not give rise to any form of exclusive relationship with the University.

The worker will carry out the requested activities personally, without recourse to deputies.

Article 7 Awarding the contract

In the event of only one application being received or deemed valid, the Administration reserves the right not to proceed with the appointment on grounds of public interest or if the applications are, at the sole discretion of the Administration, deemed unsuitable.

Having identified the person they wish to appoint, and having verified the veracity of the declarations submitted, the Administration will proceed with signing the contract.

Further information may be obtained from Administration Office of the Department of Economics who may be contacted by:

Tel. : Tel. +39 051 2092640 mail dse.segreteria@unibo.it.

Article 8 Final provisions and data protection

For the purposes of applying the provisions of Italian Law no. 241 of 7 August 1990, the person in charge of the procedure is Dr Annamaria Iembo Tel. +39 0512092641 mail: annamaria.iembo2@unibo.it.

In accordance with Regulation (EU) 2016/679 and Italian Legislative Decree 196/2003, as amended, personal data provided by the candidates will be processed solely for the purposes of managing the selection procedure. The relative privacy policy is available at the following link:

<https://www.unibo.it/en/university/privacy-policy-and-legal-notes/privacy-policy/personal-data-processing>

Bologna,

Department of Economics
The Director
Prof.ssa Carlotta Berti Ceroni
(digitally signed)