



**Attachment 1**

Approved by Decree of the Director n° 642 of 11 October 2021

**Dipartimenti di Eccellenza 2018-2022 - CUP: F85D18000130001**

**Public Selection for the assignment of n. 1 grant for 1 research assistant  
Scientific Area CHIM/06**

**Title “Development of sustainable synthetic processes in ionic solvents of natural  
origin mediated by catalysts supported on innovative materials”  
Scientific Advisor Prof. Pasquale Stano**

**Article 1**

**Grants put out to tender**

Notice is hereby given of a public selection procedure for. 1 grant for research assistance (hereafter referred to as the research grant) at the University of Salento .

The location, duration, funding, the scientific discipline, the scientific advisor , the premises available to the winner and the programme of the research grant are specified as follows:

<b>DEPARTMENT</b>	Di.S.Te.B.A. (Department of Biological and Environmental Sciences)
<b>DURATION</b>	12 months (extendable or renewable for another year)
<b>TOTAL GROSS ANNUAL SALARY</b>	€ 35.000,00 (including all the charges)
<b>SCIENTIFIC DISCIPLINE</b>	CHIM/06
<b>LOCATION</b>	Di.S.Te.B.A. (Department of Biological and Environmental Sciences)
<b>SCIENTIFIC ADVISOR</b>	Prof. Pasquale Stano
<b>PROGRAMME</b>	Development of sustainable synthetic processes in ionic solvents of natural origin mediated by catalysts supported on innovative materials

**Article 2**

**General entry Requirements**

Those eligible to participate in the present selection will have a degree or will be studying for a PhD and will have a professional scientific CV which proves them to be qualified to carry out research. Those who are employed at the following places will not be eligible to apply: permanent staff of universities, institutions and public research and experimentation bodies, national Agency for new technologies, energy and sustainable development (ENEA) and the Italian Space Agency (ASI), as well as institutions in which the diploma of scientific perfection has been recognized as



equivalent to the title of Ph.D. according to article 74, fourth paragraph of the decree of the President of the Republic 11/07/1980, n. 382.

**Minimum admission requirements:**

- 1) Degree (course of study lasting at least four years, provided by the teaching systems to DM 03/11/1999, n. 509), Master's degree (art. 3, paragraph 1, letter b, DM 03/11/2009, n. 509; Art. 3, paragraph 1, letter b, DM 22/10/2004, n. 270).

The Selection Committee, for the sole purpose of selection for which it was established, recognizes the equivalence of the qualification (degree and / or PhD) obtained abroad.

- 2) Documented research experience abroad lasting at least 2 years (experience carried out in countries other than Italy)

Those who are in possession of a degree obtained at a foreign university and who has not already been declared equivalent to an Italian degree on the basis of international agreements, in order to allow the jury to evaluate the qualification possessed, must include in the application the participation of the following documents:

- Certificate of the foreign qualification, together with a translation in Italian or English. The translation must be signed by the candidate. In the case of winning the position, candidates in possession of a degree obtained abroad must submit, within sixty (60) days from the date of signing the contract, the following documents:

- Titles translated and legalized by the competent Italian diplomatic or consular representations abroad;

- Declaration of the value of foreign qualification issued by the competent diplomatic or consular representations abroad.

In any case, in the selection of this announcement, participation cannot be allowed to those who have a degree of consanguinity or affinity up to the fourth degree with a professor in the Department of Biological and Environmental Science and Technology or with the Rector, the General Director or a member of the Board of Governors, cannot participate in the selection of this announcement.

The requirements must be fulfilled on the expiration date for submission of the application.

Candidates excluded from the competition will be informed individually of the exclusion by registered letter with acknowledgment of receipt by the Director of the Department of Biological and Environmental Sciences and Technologies.

The candidates admitted to the selection means admitted conditionally. The University can, at any time, until the approval of the list, exclude a candidate from the competition for lack of requirements.

If the reasons for exclusion under this Article are determined after the completion of the competition, the Director of DiSTeBA by decree provides for the forfeiture of any right arising from the participation in the contest.

**Article 3**

**Application and submission deadline**



Application to participate in each selection process should be written on plain paper following the attached format (Annex 1). It should be addressed to the Director of the Department of Di.S.Te.B.A. of the University of Salento, on exclusion penalty, by a certified e-mail message (PEC) to [dip.scienze.tecnologie.biologiche@cert-unile.it](mailto:dip.scienze.tecnologie.biologiche@cert-unile.it). For the foreigner applicants the application must be sent to: [protocollo.disteba@unisalento.it](mailto:protocollo.disteba@unisalento.it). The documents which require signatures must also be signed by the candidate with his digital signature. Electronic documents which are not digitally signed will not be considered valid. Static formats are to be used which are not directly modifiable and should not contain macro instructions or useable codes, preferably PDF and TIFF, or non-proprietary formats like odf, txt and xml, not proprietary ones (doc, xls, etc.,).

A receipt will be sent automatically by the PEC manager or by the Administrator of the Department (in case of foreigner applicants), so it will not be necessary to call the University office to check its arrival or to send anything on paper.

Applicants must indicate in the subject of the email:

**Public Selection for the assignment of n. 1 grant for 1 research assistant, Area BIO/07-  
Title "Development of sustainable synthetic processes in ionic solvents of natural origin  
mediated by catalysts supported on innovative materials"- Scientific Advisor Prof. Pasquale  
Stano - Dipartimenti di Eccellenza 2018-2022 - CUP: F85D18000130001**

Applications which are sent before the expiration date, but are after the date of the nomination of the judging committee, will be excluded.

The return receipt is sent automatically by the e-mail manager, so it is not necessary to call the university offices to make up for the arrival, nor is it necessary to send any other documents. (Circular of 3 September 2010, n. 12 of the Department for Digitization and Innovation of the Ministry for the Civil Service).

The Administration will not accept responsibility for non-receipt of communications due to any incorrect addressing by candidates or failure to notify of, or late receipt of changes in address indicated in the application, or for any postal or telegraphic failures attributable to third parties, accidental occurrences or force majeure.

Applicants with disabilities, in accordance with law 05/02/1999, n. 104, must explicitly request, and provide appropriate documentation related to their disability if they consider the need for special assistance necessary.

The following documentation should be attached to each individual application:

- a) degree certificate showing marks obtained in each examination and for the final degree exam;
- b) documentation attesting the experience abroad;
- c) certificate showing that the title of PhD has been obtained or is in the process of being obtained;
- d) a list of certificates, post-graduate diplomas and proof of attendance at post-graduate courses, in Italy or abroad; scholarships or research appointments both in Italy and elsewhere; thesis; documents that the candidate wants to be taken into consideration for the purposes of evaluation during the competition;
- e) curriculum vitae showing professional and scientific activities;



- f) a list of publications;
- g) copy of a valid ID with your signature;
- h) publications that the candidate wants to submit to the Commission for assessment.

Degree certificates attached to the application form by the candidate must be originals or certified true copies thereof, pursuant to Presidential Decree 28/12/2000, n. 445 or with a self-certification as laid down in the above mentioned decree 445/2000, attesting to the possession of the aforesaid degrees.

#### **Article 4** **Mode of selection**

The selection is made with evaluation of degrees and publications submitted by the candidates for the programme of research and scientific area of the check followed by an interview.

The Selection Committee, made up of highly qualified experts also outside the University of Salento, without additional costs from the budget of the University, is appointed by the Director of the Department of Biological and Environmental Sciences Di.S.Te.B.A., acquired the opinion of the Department Council.

The Director of the Department, verified the existence of the requirements of the notice by the candidates who have produced application, will transmit the applications of candidates together with all annexes to the Selection Committee.

In order to formulate the order of merit of the grants, the commission has 60 (sixty) points to be allocated to the assessment of qualifications, publications and interviews. No less than 40 (forty) points should be allocated to the assessment of qualifications and publications.

The assessment of qualifications must precede the interview and results shall be made known to candidates before the oral exam by notice of the Board of the Department of Biological and Environmental Sciences Di.S.Te.B.A. .

The Commission, at its first meeting, establishes and gives note of it in the minutes: the distribution of the score among the elements evaluated, the evaluation criteria and the scoring titles and publications as well as the minimum score to be achieved for the fellowship.

At the end of its work, the Commission draws up a special report containing the evaluation criteria, the judgments, the overall score awarded to each candidate and the ratings of merit.

The ratings of merit of the candidates are formed according to the overall score, obtained by each candidate, the sum of marks obtained in the assessment of each item evaluated.

The Commission forms the merit ranking in descending order. In the case of equal merit, the candidate of younger age is preferred.

Such ranking is approved by the Director of Department of Department of Biological and Environmental Sciences Di.S.Te.B.A., which finalizing the contract.

#### **Article 5** **Obligation of the winner**

The winner of the selection establishes a relationship of self-employment under private law by signing the appropriate private contract for a fixed period of time indicated in art.1. The contract does not qualify as an employment contract.

The order established relationship does not give rise to rights for access in the roles of the University of Salento or in the personnel roles of Italian universities and university institutions.



The winner is invited to sign the contract within a period of twenty (20) days of notification of the assignment of the grant. Failure to sign the contract within that period indicates irrevocable waiver allowance and entails forfeiture of the contract.

The grant starts without fail from the first day of the month following the month in which the contract was signed.

In the case of express waiver by the assignee or of failure to sign the contract within the period indicated before, the fellowship will be offered to the candidate who is found to merit according to the ranking list.

The Director of the Department of Biological and Environmental Sciences (Di.S.Te.B.A.) in which the person concerned must conduct its business must report to the competent office of the beginning of the same activity. The Director of the Department is required to notify to the competent office at the University of any event that could lead to termination of the contract resulting in the termination of the payment of compensation.

The winner of the selective procedure will be invited to certify, according to the current regulations, the following conditions, facts and personal qualities:

1. The date and place of birth;
2. the political rights (foreign nationals must certify the enjoyment of civil and political rights in the country to citizenship or origin);
3. possession and number of tax code/of a valid I.D.

Moreover, the winner will have to declare that he/she has no criminal convictions; otherwise, the winners will have to certify the reported convictions, the date of judgment of the judicial authority that issued it (even if amnesty was granted, judicial pardon, amnesty, pardon, no mention etc., and even if nothing appears on the criminal record). Criminal proceedings must be indicated whatever their nature. Foreign nationals must certify, also, to have no prior criminal convictions in the State of which they are citizens and in the Italian State.

The winner must be adequate to the development of the research programme; in the case of disability, a declaration certified by a health official must be presented as proof that the disability, by nature and degree, is compatible with the activities to be carried out, with the workplace and with the equipment to be used, and that there is no harm or risk to the health and safety of themselves and others.

It shall be unaffected by Legislative Decree. 09/04/2008, n. 81 concerning health surveillance.

The conditions, facts and personal qualities self-certified by any winner of this selection procedure will be subject, by the University of Salento, to exercise appropriate checks, also random ones, about their truthfulness.

The winner, to avoid losing their right to the award, must:

- a) produce documents certifying the placement on unpaid leave for the duration of the contract if employed by public administrations;
- b) submit a declaration of option to check if exercising professional activity or has ongoing incompatible working relationships.

Before signing the contract the winner may request authorization for the continuation of activities not considered absolutely incompatible in Art. 6. In the case of unfavorable opinion, the winner will have to cease their activities to avoid losing their entitlement.



The winner who does not declare to accept the grant or does not assume service within the deadline set by the administration, will lose their right to the grant.

Only can delays due to serious health reasons or due to force majeure duly proved be justified.

Any postponement of the date of commencement and enjoyment of those documents will be allowed to be in the conditions provided for by the Decree. 26/03/2001, n. 151 concerning the protection and support of motherhood and fatherhood.

If the winner takes service, for cause, with delay on the deadline, the economic effect from the day of service socket.

### **Article 6**

#### **Prevention of overlapping, incompatibility, expectations and interruptions**

The grant is individual. Beneficiaries cannot combine it with income from professional activities or employment relationships. For the entire duration of the grant, the exercise of freelance activities is prohibited. The research collaborator, subject to the authorization of the scientific referent, can take on teaching positions or carry out occasional and limited self-employment contracts. The assignment of self-employment contracts, even occasional, is excluded by the University for the performance of research activities. The ownership of the research grant is incompatible with employment relationships, even part-time, with private entities.

The grant cannot be combined with scholarships for any reason whatsoever, except for those awarded by national or foreign institutions useful to supplement, with stays abroad, the research activity of the grant holders.

The grant cannot be compatible with participation in courses of bachelor or master, PhD with scholarship or medical specialization, in Italy or abroad, with the participation of master's degrees and involves the placement on leave without checks for the employee in service by public administrations although with rapport or working part-time.

Prior authorization of the Director of Department, after hearing the Scientific Coordinator, the grant holder may carry out an occupational activity involving services rendered free of charge at voluntary associations or cooperatives of a non-profit social welfare nature, to the full performance of their research tasks.

Consistent with the research activities assigned to them and approved by the scientific and Referent Council authorization Department, grant holders may participate in the execution of research and consultancy on behalf of third parties commissioned to the University pursuant to art. 66 of Presidential Decree 382/80 and the distribution of the proceeds in the manner established by the current regulations.

### **Article 7**

#### **Rights and duties of the grant holder**

The holder is to take part exclusively in research activities under the contract, previously evaluated by the Department as being compatible with the research programmes of the Department. The holder can disseminate the results of research only with the consent of the scientist or the Department.



The research activities of the holder of the research is carried out within the Department and / or in other scientific facilities of the University according to the research programme. Any research outside the University must be given by the Scientific Coordinator of reference and approved by the Department Council.

In any case, the grant holder must not participate in activities of mere technical support within specific research programmes.

The Department provides the grant holder the necessary support to the implementation of its programme of research by giving access to equipment, resources and use of the technical-administrative services.

The holder is required to adopt, at all times, safe working procedures that comply with legislation and, in particular, to take the necessary precautions in terms of health and safety.

The grant holder within the first 10 days of the last month of each year and / or within 10 days following the end of the contract, is required to submit to the Department Council a detailed report on the research activities, endorsed by the Contact Scientific.

In the event of serious shortcomings (unjustified suspension for more than ten consecutive days; breach of the rules regarding incompatibility) reported by the Scientific Coordinator or Director to the Board of the Department, the contract may be terminated by resolution of the Board hearing the official concerned.

Against the decision to terminate the contract subject may make use of the Academic Senate, which decides definitively.

Notwithstanding the provisions of art. 10 of this notice, the 'research and the check may be suspended, in the cases provided by law, for pregnancy and serious illness. The 'duration of the grant cannot be reduced because of the above suspension.

Not a suspension and, consequently, should not be recovered a total period of leave of absence of no more than thirty days in any year.

#### **Article 8**

#### **Monitoring and evaluation of Research undertaken**

The Board of the Department, within 10 days of receiving the report prepared by the contract holder under the prior art. 7 on the reasoned opinion of the Scientific Coordinator, expresses an opinion on the work performed by the grant holder.

In the event of a negative opinion, the contract shall be automatically terminated.

#### **Article 9**

#### **Health and safety Monitoring**

The Director of the Department, where the research grant is carried out, is responsible, in accordance with the University Regulations for the implementation of standards for the safety and health of workers (DR n. 1029 09/05/2007) fulfilling their obligations under Legislative Decree. n. 81/2008 and, in particular, the activation of health surveillance of the researcher in the manner and with the requirements of the law.

#### **Article 10**

#### **Taxation, social security and insurance**



The grants referred to in this announcement shall follow, in tax matters, the provisions of art. 4 of Law 08.13.1984, n. 476 and subsequent modifications and additions, as well as in social security, those in art. 2, paragraphs 26 and following, of the law 08/08/1995, n. 335, and subsequent amendments.

Regarding obligatory maternity leave, provisions are contained in the Decree of the Minister of Labour and Social Security 12/07/2007, published in the Official Gazette no. 247 of 23/10/2007, and, in regard to sick leave, Article 1, paragraph 788 of Law 27/12/2006, n. 296, as amended. In the period of compulsory maternity leave, the allowance paid by INPS under Article 5 of the said Decree 12/07/2007 is supplemented by the University up to the total amount of the research grant.

The University will cover insurance for accidents and for third party liability in favour of the grant holder in carrying out its research activities. The amount of the related premiums is deducted from the check.

#### **Article 11**

##### **Advertising ban** (publishing of this announcement)

This call for applications will be published in the Official Register of the University of Salento and in the Register of the Department to which the grant pertains.

It will be advertised electronically through the website <http://www.unisalento.it/web/guest/concorsi>, the Ministry of Education and the EU.

#### **Article 12**

##### **Processing of personal data and those responsible**

For the purposes of Legislative Decree 30/06/2003, n. 196 on the protection of personal data is that the information collected from this University will be used only for purposes related to the conduct of the competition and the management of any employment relationship, in line with current regulations.

The interested party may assert rights under Article 7 of the said Decree.

In charge of the procedure is the Administrative coordinator of the Department: Dr. Alessandra Inguscio (Tel. 0832 / 298649, e-mail [alessandra.inguscio@unisalento.it](mailto:alessandra.inguscio@unisalento.it) )

#### **Article 13**

##### **Reference Sources**

For anything not expressly provided for in this announcement, the provisions of the current "Regulations for the awarding of grants for collaboration in research activities, in art. 22 of the Law of 30 December 2010, n. 240" of this University and, as applicable, the rules of the Civil Code apply.





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