

DISCLAIMER

The following is an informal translation in English of the original Call for Applicants (Bando ICCOM/62/2009/CO) that can be found on the web page www.urp.cnr.it or <http://www.iccom.cnr.it/vacancies/bando62/bando62.pdf>

THE ITALIAN VERSION IS THE ONLY LEGALLY BINDING

Call n. ICCOM/62/2009/CO

Public selection for the stipulation of n. 1 grant agreement under the Project "NANO-HOST" (Marie Curie Initial Training Networks – FP7-PEOPLE-2007-1-1-ITN - Grant Agreement number PITN-GA-2008-215193)

THE DIRECTOR

HAVING REGARD TO the art. 51, comma 6, law n. 449 of December 27th 1997;

HAVING REGARD TO the Legislative Decree n. 127 of June 4th 2003 concerning "Reorganization of Consiglio Nazionale delle Ricerche";

HAVING REGARD TO the Regulations for the Administration, Accountancy and Finance of CNR issued by the President Decree of May 4th 2005 and published on the ordinary Supplement n. 101 to the Official Gazette of Italian Republic n. 124 of May 30th 2005 and in particular art. 89;

HAVING REGARD TO the Legislative Decree n. 196 of June 30th 2003 concerning "Code in matter of protection of personal data";

HAVING REGARD TO the regulations concerning employment contracts for activities to be accomplished within the framework of CNR research programmes with charges on external founding, based on art. 2222 and following of the Italian Civil Code;

HAVING REGARD TO the research project denominated "NANO-HOST" (Marie Curie Initial Training Networks – FP7-PEOPLE-2007-1-1-ITN - **Grant Agreement number PITN-GA-2008-215193**) whose duration is 48 months starting from 01/10/2008;

HAVING REGARD TO the regulations and the conditions specified in the Grant Agreement of the "NANO-HOST" project funded by European Community;

CONSIDERED that the project "NANO-HOST" provides for the stipulation of an employment contract with an early-stage researcher granted by ICCOM-CNR for the duration of 36 months;

CONSIDERED that the "NANO-HOST" project states that the annual cost charged to ICCOM for the above employment contract is euro 33.800,00 (€ thirty-three thousand and eight hundred/00) including the gross contribution to the contractor and the social security coverage (INPS) and the insurance contributions (INAIL) charged to ICCOM;

PROVIDES AS FOLLOWS

Art. 1

Object of the application call

A public, competitive selection is open, based on qualifications and an interview, for the awarding of an employment contract, based on artt. 2222 and following of the Italian Civil Code, for the execution of the research activity entitled "Recycle of selective hydrogenation catalysts: non-covalent heterogenization of noble metal complexes" in the frame of the "NANO-HOST"

project. The activity will be carried out within the premises of **Istituto di Chimica Dei Composti Organo Metallici (ICCOM) - CNR, via Madonna del Piano 10, c.a.p. 50019, Sesto Fiorentino, Italy** under the scientific supervision of Dr. Pierluigi Barbaro.

Art. 2

Duration and amount of the contract

The contract duration will be **12 (twelve) months (since 01.05.2009 – to 30.04.2010)**. The contract can be renewed yearly up to a maximum of 36 months, depending on the financial availability and on the demands of the project "NANO-HOST", provided the positive judgement of the Director of ICCOM and of the supervisor of the research activity.

A delay in the beginning of the activity foreseen by the employment contract, or a suspension of the same activity, will be allowed only in case of maternity or illness longer than 30 days. The suspension of the activity, when motivated as above, involves the suspension of the payments for the period of duration of the suspension. The final date of the employment contract will be deferred by a period equal to the period of the duration of the suspension.

The total gross pay offered under the employment contract is **euro 28.850,00 (€ twenty-eight thousand, nine hundred and fifty/00)** per year, to be paid monthly arrears.

The contractor shall also receive the following allowances:

- 1) **Mobility allowance:** this is a monthly payment of a fixed amount according to the family situation of the contractor at the time of his/her recruitment:
 - a) **euro 831,20/month (€ eight hundred, thirty one/20)** (gross): researcher with family obligations (marriage or relationship with equivalent status to marriage recognised by the national legislation of the country of the host organisation or of the nationality of the researcher, and/or children.
 - b) **euro 519,5/months (€ five hundred, nineteen/50)** (gross): contractor without family charges.

The contractor is entitled to the mobility allowance only if s(he) has undertaken a physical transnational mobility at the time of his/her recruitment or within less than 12 months before his/her appointment under the project.

- 2) **Travel allowance:** this is a fixed amount to be paid first upon taking up appointment and yearly thereafter. It is calculated on the distance (as the crow flies) in kilometres between his/her location of origin and the premises of ICCOM as follows (gross amount):¹

Distance (km)	Fixed-amount rate (€)
< 500	250
500-1000	500
> 1000-1500	750
> 1500-2500	1000
> 2500-5000	1500
> 5000-10000	2000
> 10000	2500

¹ Location of origin means the place where the contractor was residing or carrying out his/her main activity when taking up recruitment unless (s)he has resided or carried out his/her main activity for less than 12 months in this location immediately prior to this date. In the latter case, the location of origin is the capital city of the country of his/her nationality.

The contractor is entitled to the travel allowance only if (s)he has undertaken a physical transnational mobility at the time of his/her recruitment or within less than 12 months before his/her appointment under the project

- 3) **Career exploratory allowance:** this is an allowance of one single payment of **euro 2.000,00 (€ two-thousands/00)** (gross) for the entire maximum duration of the employment contract of 36 months.

All taxes and contributions applicable under the Italian tax system shall be directly deducted from all amounts paid, unless the specific exemptions provided for by the Bilateral Agreement against double taxation between Italy and the contractor's country of origin are applicable.

... **Omissis** ...

The mission treatment will be paid to the contractor for the offsite activities authorized by ICCOM and necessary to the execution of the contract as foreseen by the project "NANO-HOST".

The insurance for civil liability to third parties and the social security coverage is charged to CNR.

... **Omissis** ...

Art. 3

Eligibility criteria for selection admittance

In order to be considered for the competitive selection that will follow this call, applicants must simultaneously fulfil the following eligibility criteria:

- a) The applicant may be a national of a Member State of the Community, of an Associated Country or of any other third country at the starting date of the contract;
- b) Italian citizens are excluded from the selection. As an exception, Italian citizens may apply to the selection if they legally resided in a non-Associated third country for at least three of the last four years immediately prior to the starting date of the contract;
- c) Applicants with multiple nationality (including Italian) who resided in Italy during the five years immediately prior to the starting date of the contract are excluded from the selection ;
- d) Non-Italian citizens who resided or carried out their main activity in Italy for more than 12 months in the 3 years immediately prior to the starting date of the contract are excluded from the selection. Short stays such as holidays are not taken into account.
- e) At the starting date of the contract the applicant must be in the first 4 years of his/her research career, starting at the date of obtaining the degree which would formally entitle he/she to embark on a doctorate either in the country in which the degree was obtained or in Italy;
- f) Documented experience, at the closing date for the application, in the field of organic and metallorganic synthesis, catalysis, chromatography and nuclear magnetic resonance;
- g) Knowledge of Italian and/or English language (to be verified during the interview).

CNR employees cannot be owners of the employment contract.

The employment contract is compatible with employment at other public or private Institutions, subject to the employer's authorisation.

The contractor may not receive any other retribution either from CNR or any other research institution during the contract period.

Art. 4

Application procedures

A) APPLICATIONS

The applications, completed on a plain paper **using the application form ANNEX A**, must be either directly handed in or sent via registered mail to the following address:

Direttore
ICCOM-CNR
Area di Ricerca CNR di Firenze
via Madonna del Piano 10
50019 - Sesto Fiorentino
Italia

no later than March 27th 2009.

Applications will be considered if postmarked or delivered by hand to ICCOM Secretariat (from Monday to Friday from 9.00 a.m to 1.00 p.m) no later **than this closing date** for the submission. Certification of the date of application will be provided by the postmark on the envelope or by the date on the ICCOM Secretariat's receipt. Incomplete applications or those handed in/sent after the closing date will not be taken into account. Applications received after the first meeting of the Board of Examiners will not be taken into account, even if submitted in time.

The name, the family name, the address of the applicant and the phrase: "Contains the application form for the selection n. ICCOM/62/2009/CO" must be written on the envelope containing the application form and all the enclosures.

The application must be signed in original.

ICCOM takes no responsibility for any mishandling not directly imputable to the Institute itself, including erroneous communication of the candidates' address, late communication of address change, loss of mail by the post office, or loss of receipts or due to third parties, circumstances or force majeure.

Physically impaired candidates must explicitly request, on the application form, for any auxiliary device they may need for a proper interview.

The applicant must clearly indicate in the application form her/his postal address where all correspondence regarding the present selection may be sent. Any change in the address must be promptly communicated by the applicant to ICCOM.

Applicants must enclose to the application form one copy of the following documents:

- 1) A certified copy of obtainment of the degree which would formally entitle the applicant to embark on a doctorate as described in art. 3, letter e);
- 2) Self-certification, as described in the following section B, not to have resided or carried out their main activity in Italy for more than 12 months in the 3 years immediately prior to the starting date of the contract;
- 3) In case of Italian citizens: self-certification, as described in the following section B, to have resided in a non-Associated Third Country for at least three of the four years immediately prior the start date of the contract;
- 4) In case of applicants with multiple nationality (including Italian): a self-certification, as described in following section B, not to have resided in Italy during the five years immediately prior the start date of the contract;

- 5) A dated and signed curriculum vitae describing the candidate's scientific background and experience. The candidate will indicate his/her degrees, academic and research experience, qualifications, scientific publications;
- 6) A dated and signed list of all documents enclosed;
- 7) A dated and signed list of the publications and/or the patents;
- 8) The documents attesting the candidate's qualification and the publications that he/she plans to be evaluated for the selection, to be submitted as described in the following section B.

On the basis of art. 46 of DPR n. 445 of December 28th 2000 "Act of laws and regulations on administrative documentation", the certificate referred to in point 1 may be replaced by a self-certification using the form reported in Annex B.

B) QUALIFICATIONS AND PUBLICATIONS

All documents and qualifications mentioned in the curriculum, and that the candidate considers useful for the evaluation, must be submitted in original, or in certified copy, or in copy self-declared to be a true copy using the form reported in Annex B and to which a photocopy of a valid identification document must be attached.

... **Omissis** ...

If the document / qualification is one of those included in the list provided in art. 46 of DPR n. 445 of December 28th 2000, it may be replaced by a self-certification using the form reported in Annex B.

... **Omissis** ...

The documents submitted to ICCOM after the closing date will not be considered, nor the applications that, at the closing date, lack in the required documentation. The applicant will not be allowed to replace any document enclosed in the application after the closing date.

The documents submitted in a language different from English or Italian, may be admitted with reservation. The CNR may verify, at any time, the truthfulness of the self-certifications.

Art. 5

Exclusion from the selection

... **Omissis** ...

The exclusion of the applicants from the selection due to lack of the requirements specified in art. 3, or to failure/incomplete submission of the documents specified in art. 4, may be initiated at any time by the Director of ICCOM. The exclusion will be communicated to the applicant.

Art. 6

Board of examiners

The Board of examiners is appointed by the Director of ICCOM and it is composed by three members with experience in the research field indicated in art. 1 and by at least one substitute member. During the first meeting the members elect the President and the secretary of the Board.

Art. 7

Selection procedure and ranking

The Board of examiners assesses the qualifications and publications of the candidates and then proceed with the interviews. Each candidate may receive a maximum total of 100 points: up to 70 points on the curriculum vitae and up to 30 points on the interview.

... **Omissis** ...

Candidates eligible for the interview will be those above the threshold of 40 points in the evaluation of the curriculum.

The interview will take place on **April 17th 2009, at 11:00 a. m., at CNR - ICCOM, Area di Ricerca CNR di Firenze, via Madonna del Piano 10, Sesto Fiorentino (Firenze), Italy.** If not notified on the exclusion from the selection, candidates are expected to be admitted to the interview.

The present call is valid as an invitation to the interview: candidates will not receive any further communication on this regard.

Before the interview, each candidate will be notified of the score received in the assessment of qualifications.

... Omissis ...

In order to be admitted to the interview, candidates must show a valid identity document. Candidates who do not attend the interview on the set day will be excluded from the selection.

Candidates attending the interview will be not reimbursed by CNR for any cost incurred.

The selection shall be concluded within thirty days from the closing date for the submission of applications. At the end of the work, the Board of the Examiners draws up the ranking list according to the sum of the scores received in the assessment of the qualifications and on the interview. The successful applicant will be the one with the highest total score. In case of equal total scores between two or more applicants, the youngest applicant will be selected.

After approval of the Director of ICCOM, the ranking list will be published on the ICCOM showcase as well as on the CNR website (www.urp.cnr.it) and on the ICCOM website (www.iccom.cnr.it) at the page "Vacancies-Bandi/Bandi scaduti".

... Omissis ...

Art. 8

Contract signature and termination

The Director and the successful applicant will sign the contract ("Contratto di prestazione d'opera", based on artt. 2222 and following of the Italian civil code) within fifteen days from the date on which the final ranking list is made public.

... Omissis ...

Should the scientific supervisor judge at any time the performance of the contractor not in accordance with the provisions in the contract, he shall inform the Director, who will ask the contractor to comply within a reasonable time. In case of non-compliance, the Director may terminate the contract, providing the payments for the services already carried out in accordance with the contract.

Should the Contractor have to give up the position, he/she should immediately inform the Director and the scientific supervisor. In that case, the contractor will receive the payments for the services already carried out in accordance with the contract.

Art. 9

Activity evaluation

The contractor and the scientific supervisor will submit the Director a report on the activity carried out by the contractor in the frame of the contract before the termination of the contract. The Director will evaluate the report. In case of positive evaluation, the Director, following the judgement of the scientific supervisor, may renew the contract.

Art. 10

Documents return

Upon request from the applicant and only within six months from the completion of the selection, ICCOM will return all the documents presented, at the applicant's expenses.

... **Omissis** ...

Art. 11

Personal data treatment

In accordance with art. 13, of D.Lgs. n. 196, June 30th 2003, all personal data made available by the applicant will be kept at ICCOM for the purpose of this selection and will be processed by an automated database to manage the relationship resulting from the same. The documents have to be kept for at least five years.

Providing these data to CNR is compulsory for the purpose of this selection, otherwise exclusion from the selection will apply. These personal data may be disclosed only to public administrations directly involved in this selection or in assessing the legal position of the candidate.

... **Omissis** ...

Art. 12

Publicity

The text of this call can be found on the CNR website (www.urp.cnr.it) and on ICCOM website (www.iccom.cnr.it) to the page Vacancies-Bandi/Bandi not expired.

Art. 13

Final dispositions

... **Omissis** ...

THE DIRECTOR

dott. Claudio Bianchini

Sesto Fiorentino, January 27th, 2009

Prot.n. 0000041

For information, please contact:

Dr. Pierluigi Barbaro

ICCOM-CNR

Area di Ricerca CNR di Firenze

via Madonna del Piano 10

50019 - Sesto Fiorentino (Firenze)

Tel. +39-0555225287

Fax +39-0555225203

E-mail pierluigi.barbaro@iccom.cnr.it

This document should be submitted only in the Italian language.
The translation in English provided here is only for the purpose of aid in the
understanding of the document

ANNEX A application form (to be written on plain paper)

Direttore
ICCOM-CNR
Area di Ricerca CNR di Firenze
via Madonna del Piano 10
50019 - Sesto Fiorentino

The undersigned:

Family name: _____

Name: _____,

Place of birth: _____ Country: _____

Date of birth: (dd/mm/yy) _____

Resident in:

Address _____ zip

code _____,

Country _____

on the basis of art. 51, sixth comma, L. 449 of December 27th 1997, **applies to the public selection** (Call n. ICCOM/62/2009/CO), based on qualifications and an interview, for the awarding of an employment contract, based on artt. 2222 and following of the Italian Civil Code, for the execution of the research activity entitled "Recycle of selective hydrogenation catalysts: non-covalent heterogenization of noble metal complexes" in the frame of the "NANO-HOST" project (**Grant Agreement number PITN-GA-2008-215193**). The activity will be carried out within the premises of ICCOM - CNR Sesto Fiorentino, Italy under the scientific supervision of Dr. Pierluigi Barbaro.

The undersigned declares under his/her own responsibility:

1. to be a/an _____ citizen;
2. to obtained the laurea degree in (or equivalent non-Italian degree which would formally entitle to embark on a doctorate) _____
at the University of _____
on the date(dd/mm/yy) _____
3. to have no criminal records and no running penal procedures (if not, please specify)

The undersigned encloses to the present application:

1. A certified copy on plain paper of obtainment of the degree which formally entitle the applicant to embark on a doctorate as described in art. 3, letter e) of the call (a);
2. Self-certification, as described in the section B, art. 4 of the call, not to have resided or carried out his/her main activity in Italy for more than 12 months in the 3 years immediately prior to the starting date of the contract;
3. for Italian citizens: self-certification, as described in the section B, art. 4 of the call, to have resided in a non-Associated Third Country for at least three of the four years immediately prior the start date of the contract;

4. for applicants with multiple nationality (including Italian): a self-certification, as described in section B, art. 4 of the call, not to have resided in Italy during the five years immediately prior the start date of the contract;
5. A dated and signed curriculum vitae describing the candidate's educational background, scientific and professional activity;
6. A dated and signed list of all documents enclosed;
7. A dated and signed list of the publications and/or the patents;
8. The documents attesting the candidate's qualification and the publications that he/she plans to be evaluated for the selection. These must be submitted as described in the section B art. 4 of the call.

The undersigned approves that his/her personal data may be processed in accordance with the D.Lgs 196/2003, for all matters relating to this selection.

The undersigned asks that any communication concerning the present application should be addressed to:

address: _____

e-mail: _____

telephone: _____

fax: _____

Place and date: _____ Signature _____

(a) Or a self-certification according to the form reported in Annex B to the present call.

This document should be submitted only in the Italian language.
The translation in English provided here is only for the purpose of aid in the understanding of the document

ANNEX B (Tick next to the statement)

SELF-EXECUTED CERTIFICATE

(as per art. 46 of DPR December 28th 2000 n. 445)

SELF-EXECUTED AFFIDAVIT

(as per art. 19, 38 and 47 of DPR December 28th 2000 n. 445)

I, the undersigned:

FAMILY NAME _____

FIRST NAME _____

(For women indicate the maiden surname)

FISCAL CODE _____

PLACE OF BIRTH _____ DATE OF BIRTH _____

GENDER _____

RESIDENT IN _____

ADDRESS _____

COUNTRY _____

ZIP CODE _____

TELEPHONE _____

being aware that false statements are punishable under the penal code

HEREBY DECLARE

Place and Date

Signature

In case of self-executed affidavit, a photocopy of a valid identification document of the applicant must be attached.