

Rectoral Decree

SELECTION FOR AWARDING RESEARCH SCHOLARSHIPS

THE RECTOR

Given Law 30/12/2010 no. 240, and in particular Art.s 22 and 18(1b);

Given the “Regulations for the Awarding of Research Scholarship Collaborations”, issued by Rectoral Decree no. 595-2011, Prot. no. 12006 of 21/03/2011;

Given Legislative Decree 30/06/2003 no. 196;

Given the request from the Head of Director of the Department of Diagnostics and Public Health, Prot. n. 335452 del 02/09/2021;

And **having evaluated** every appropriate element;

D E C R E E S

ART. 1 – SELECTION FOR AWARDING 1 (ONE) RESEARCH SCHOLARSHIP

This document announces the selection process AdR3815/21 to award 1 (ONE) research scholarship in the disciplinary sector MED/17 to perform the research on the topic: “Connecting European Cohorts to Increase Common and Effective Response to SARS-CoV- 2 Pandemic: ORCHESTRA” “ORCHESTRA-GA101016167_H2020” - CUP B34G20000170006

The fellow will have to work to perform the role of CRA (Clinical Research Associate). Working directly with the (Principle Investigator) PI, the Clinical Research Associate will be responsible for:

- contribute with the Project Manager to the development of research protocols and standard operating procedures (SOPs) for the WPs in which UNIVR contributes and review of protocols and SOPs developed for the other WPs
- monitoring of the progress of the project, providing strategic supervision of the research activities and ensuring that the milestones, the deliverables and the results of the project are respected in accordance with the established timeline and the contractual requirements.
- contribute to the organization of samples shipments to the reference laboratories;
- contribute to the samples labeling;
- contribute to call patients and to the organization of appointments;
- development of periodic reports on the progress of enrollment;
- contribute to the coordination of the scientific publications in accordance with the Grant Agreement and Consortium Agreement.

The research scholarship is for 12 months, with the possibility of renewal in accordance with the law. Admission to the selection process, and the selection procedure itself, are governed by the following Articles.

ART. 2 – REQUIREMENTS

For admission to the selection process referred to in Art. 1, potential candidates must fulfil the following requirements:

- a) Master’s degree [*Laurea Magistrale* awarded pursuant to Art. 3(1n), Ministerial Decree no. 270 of 22/10/04] or previous Master’s degree [*Laurea Specialistica* awarded pursuant to Art. 3(1b), Ministerial Decree no. 509 of 03/11/99] or previous Bachelor’s degree [awarded pursuant to the

teaching systems prior to Ministerial Decree no. 509 of 03/11/99, at the conclusion of a study programme at least 4 years in length] and a suitable academic and professional background for conducting research;

b) Knowledge of the following languages: English and Italian.

Both Italian and foreign nationals are admitted to the selection process, as long as the latter have the equivalent qualifications or an ideal academic and professional background for the intended research. (If a candidate has not applied for official recognition of equivalency in the Italian system for any qualifications gained abroad, the suitability of their academic and professional background will be evaluated by the Selection Committee.)

Those with any relationship to, or ties with, a professor of the Director of the the Department of Diagnostics and Public Health, the Rector, the Director-General or any member of the university Board of Directors, up to the fourth degree inclusive, may not participate.

The scholarship may not be awarded to any permanent staff of universities, public institutions or public entities for research and experimentation, the National Agency for New Technologies, Energy and Sustainable Economic Development (ENEA) or the Italian Space Agency (ASI), nor to permanent staff at any institution whose advanced academic degree has been recognised as equivalent to a PhD pursuant to Art. 74(4), Presidential Decree no. 382 of 11/07/80.

In order to be admitted to the selection process, potential candidates must meet the stated requirements at the time of the application deadline. Failure to meet these requirements may result in the applicant being excluded from the selection process with due decree by the Rector.

ART. 3 – APPLICATIONS AND RULES FOR SUBMISSION

Applications, written on plain paper following the outline attached to this call for applications (appendix: Form A) and addressed to the Director of the the Department of Diagnostics and Public Health may be submitted in the following way:

- Sending the documentation in pdf format, to the e-mail address ufficio.protocollo@pec.univr.it, within the peremptory deadline indicated above. The submission may also be made by an unaudited electronic mail address.

No other forms of application submission are admitted.

All applications, by whichever of the above means they are submitted, must be received by the strict deadline of 7 am, 20 days after the call for applications is concurrently published in the electronically on the web page: <http://www.univr.it/it/albo-ufficiale>. If the deadline falls on a public holiday, it will be postponed to the next working day.

In respecting this deadline, for applications sent by mail, the post office postmark date will not be regarded. Therefore, any applications received after the given deadline will not be considered in the selection process.

Pursuant to Art. 76, Presidential Decree 445/2000 and aware of the criminal penalties for false statements, candidates must state in their application:

- 1) their name and surname;
- 2) their date and place of birth;
- 3) their permanent address, including street name, street number, city, province, postcode, telephone number, tax identification number and email address;
- 4) the number of the selection process in which they wish to participate;
- 5) their nationality;
- 6) that they have no prior criminal convictions, or otherwise report any criminal convictions (even if they have been granted amnesty, cancellation, pardon or legal pardon) or criminal proceedings against them;

7) that they have the required qualification as given in Art. 2 of this call for applications, and state the qualification and the date and place where it was awarded.
Foreign nationals must also specify if their qualification, if it was awarded abroad, has received official recognition for equivalency to an Italian qualification;

8) that they fulfil the other requirements specified in Art. 2 of this call for applications;

9) not to have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the Department of Diagnostics and Public Health, with the Rector, the Director General or a member of the University Board of Directors;

10) the Skype contact through which the Selection Committee may possibly contact the candidate if he / she decides to use this platform for carrying out the videoconference interviews;

11) their contact address for the purpose of the application.

Administration does not assume any responsibility if the applicant is unable to be contacted or for the loss of documents due to errors in the address provided by the applicant, or for a failure to/delay in notifying a change of the address stated in the application, nor for any postal delivery errors or otherwise which are attributable to third parties, unforeseeable circumstances or force majeure. In any case, any applications which are not signed or that, for any reason, including force majeure, are received by the University of Verona after the above mentioned deadline, will not be considered.

For the evaluation of qualifications and experience, candidates must attach to their application:

- 1) a declaration in lieu of an affidavit regarding their qualifications gained (PhD and/or Master's degree or Bachelor's degree), stating the award date, the issuing university and any grade reported.
- 2) their academic and professional CV, publications and relevant qualifications as per Art. 6 of this call for applications;
- 3) a list of the documents and publications attached to their application.

The aforementioned documents must be submitted by the application deadline as plain paper photocopies accompanied by a statement that they are identical to the original. Alternatively, the candidate may produce a substitutive declaration reporting the important information contained in these documents. For this, candidates may use appendix Form B, also attaching a plain paper photocopy of their valid ID document.

Administration reserves the right to perform checks to verify the truthfulness of substitutive declarations. If such investigations reveal that any declarations are false, the applicant will be excluded from any benefits they may have been awarded from provisions made on the basis of the false declaration, notwithstanding the provisions of Art. 76, Presidential Decree no. 445/2000.

Pursuant to Law no. 104 of 05/02/92, candidates with a disability must make a specific request in their application regarding any aid required, as well as any additional time that may necessary to complete the test.

The signature at the bottom of the application is not subject to authentication, in accordance with Presidential Decree no. 445/2000.

ART. 4 – EXCLUSION FROM THE SELECTION PROCESS

Candidates are admitted to the selection process under the condition that the Rector may with due reason exclude those who do not fulfil the selection requirements from the selection process at any time.

ART. 5 – SELECTION COMMITTEE

President: Prof. Evelina TACCONELLI – Full Professor SSD MED/17 INFECTIOUS DISEASES

Università degli Studi di Verona

Member: Dr. Anna Maria Maddalena AZZINI – Researcher SSD MED/17 INFECTIOUS DISEASES
Università degli Studi di Verona.

Member: Dr. Michela CONTI – Researcher SSD MED/17 INFECTIOUS DISEASES
Università degli Studi di Verona

Substitute: Prof. Elda RIGHI – Associate Professor SSD MED/17 INFECTIOUS DISEASES
Università degli Studi di Verona

ART. 6 – SELECTION PROCEDURE

The selection procedure takes into consideration an evaluation of each candidate's qualifications and experience, as well as an interview. For the evaluation, the Selection Committee can award up to 100 points to each candidate: up to 60 points for the written documents submitted (proof of qualifications and experience) and up to 40 points for the interview.

Candidates are considered suitable if they gain at least 35 points for qualifications/experience and at least 25 points for the interview.

Candidates' qualifications and experience will be evaluated before the interview, based on the documents submitted.

**The scientific qualifications of the candidates can be related to the following fields/SSD:
INTERNATIONAL MULTICENTRIC CLINICAL STUDIES IN THE FIELD OF INFECTIOUS AND
TRANSMISSIBLE DISEASES**

Points for qualifications and experience will be allocated as follows:

• Laurea Magistrale (Ministerial Decree 270/04), Laurea Specialistica (Ministerial Decree 509/99), Bachelor's degree (pre Ministerial Decree 509/99) or foreign equivalents	Max. points	20
• PhD or Post Lauream Courses	Max. points	15
• Academic publications	Max. points	5
• CV	Max. points	15
• Other qualifications	Max. points	5
TOTAL	points	60

The interview will focus on the following topics:

- **Advanced research management skills for health interventions and research,**
 - **Knowledge of the critical elements for the development and execution of clinical trials or other research studies, preferably in the area of infectious diseases**
 - **Knowledge of GCP and applicable international data protection standards**
- Relevant quantitative and qualitative analytical and problem-solving skills are required**

To take part in the interview, candidates must provide a current, valid ID document.

Candidates who do not show an ID document or have only an expired ID document will not be admitted to the interview.

The interviews will take place in SEZIONE DI MALATTIE INFETTIVE, POLICLINICO G.B. ROSSI – P.le L.A. Scuro 10, 37134 Verona (VR). Candidates can be summoned by the Commission starting from 3.00 p.m. on 29/9/2021.

Considering the risk containment measures of the epidemiological emergency from COVID-19, the interview can be carried out electronically (via videoconference via Skype or other platform, at the discretion of the Commission of selection). Candidates must ensure that the device from which they will take the interview is equipped with a webcam, essential for

recognition, and equipped with a microphone and headphones or audio speakers. The possibility for each candidate to attend the interview of the other candidates must be guaranteed. Failure / incorrect communication of personal contact details, failure to connect and/or unavailability of the candidate on the day and at the established time, or failure to show the identification document will be considered as renouncing participation in the interview, and therefore the selection, whatever it is the cause.

The results of the selection process will be communicated to the candidates by the Selection Committee after the interview.

The candidate who wins the scholarship must contact giovanni.baietta@univr.it within 30/9/2021.

ART. 7 – RANKING LIST

The steps of the selection procedure, including the ranking list, shall be approved by Directorial Decree. The ranking list will be concurrently published in the Official University Register (Via dell'Artigliere 8, Verona) and electronically on the web page: <http://www.univr.it/it/albo-ufficiale>.

ART. 8 – CONTRACT

Research scholarships are awarded through the stipulation of a personal contract for research collaboration. Such contracts do not imply any form of employment and do not give the holder any priority for accessing permanent university positions.

Recipients who do not present themselves by the specified date, do not sign the contract or do not start the research at the determined time shall lose their right to the scholarship, except in cases provided for by the university's "Regulations for the Awarding of Research Scholarship Collaborations" referred to in the introduction.

The scholarship recipient's responsibilities are those established in the aforementioned University Regulations. In particular, the scholarship recipient shall collaborate on research regarding the project for which this call for applications was announced.

The total amount of the scholarship, net of administrative burden, is € 32.565,00 to be paid to the recipient in deferred monthly instalments.

Research scholarships are subject to taxation under the provisions of Art. 4, Law 476/84 and subsequent amendments and additions, as well as social security, under the provisions of Art. 2(26) and following of Law 335/95 and subsequent amendments and additions.

The University provides insurance cover of accidents related to conducting the research. The expenses are to be paid by the scholarship recipient and the premium is deducted from the scholarship amount. The University also provides cover for third party liability, the expenses being covered by the university.

Scholarships cannot be accumulated with other scholarships of any kind, except those granted by national or foreign institutions that are intended to contribute towards conducting a part of the recipient's research assignment abroad.

At the time of signing and for the total duration of the contract, scholarship recipients may not be employed, nor may they establish an employment contract, even temporary, with any private entity or public administration. Should they be already employed, a scholarship contract will not be stipulated unless the recipient is put on leave without pay by their employer by a date given by the University.

Provided they perform their assigned tasks, scholarship recipients may carry out professional activities or other independent work if this is authorised beforehand by the Board of the Department/Research Centre, having consulted with the academic supervisor, and provided that the activity:

- is compatible with conducting research activities;
- does not represent a conflict of interest with the specific research being conducted by the scholarship recipient;
- does not lead to prejudice to the University in relation to the activities being carried out.

Scholarship recipients may not attend Bachelor's, Master's or PhD programmes with a scholarship, nor medical specialisation programmes, in Italy or abroad.

ART. 9 – SAFEGUARD PROVISIONS

For matters not provided for by this announcement, please refer to the relevant applicable provisions insofar as compatible.

The information sent by candidates to apply for the selection process will be used exclusively for this procedure and any proceedings to allocate the scholarships in question, in compliance with the current legislation on the processing of personal data.

This call for applications shall be publically published in the Official University Register situated in Via dell'Artigliere 8, Verona, and at the same time posted electronically on the web page:
<http://www.univr.it/it/albo-ufficiale>.

For more information, contact the Research Office – Research Scholarships Unit of the University of Verona, Via San Francesco 22, ph. 045-8028609, e-mail address giovanni.baietta@univr.it.

THE RECTOR
Prof. Pier Francesco Nocini

This document is digitally signed and recorded in the report system of the University of Verona, under Legislative Decree 82/2005 and subsequent amendments.

TO THE RECTOR
UNIVERSITY OF VERONA
Via dell'Artigliere, 8
37129 VERONA

I, _____ the _____ undersigned,

born in _____ (province _____) on

residing in _____ (province _____)

street _____ n° _____ postcode _____

phone _____ tax identification no. _____, request

admission to the selection process **AdR3815/21** to award 1 (ONE) research scholarship in the disciplinary sector MED/17 to perform the research on the topic: "Connecting European Cohorts to Increase Common and Effective Response to SARS-CoV- 2 Pandemic: ORCHESTRA" "ORCHESTRA-GA101016167_H2020" - CUP B34G20000170006, pursuant to Art. 22, Law 240/10.

I hereby state, under my own personal responsibility:

a) I have citizenship in the following country:

_____;

b) I have no reported criminal convictions nor pending criminal proceedings; or: I have the following criminal convictions or the following pending criminal proceedings

_____;

c) I have:

1. a Bachelor's/Master's degree in

_____ awarded on the date

by _____ with the final grade of

Only for qualifications gained abroad or for foreign candidates: the above qualification has been recognised as equivalent to an Italian qualification by the relevant authority yes no;

2. a PhD in

with scholarship / without scholarship

awarded on the date _____ by

_____;

d) I meet the other requirements specified in Art. 2 of this call for applications.

Skype contact of the candidate (to be used by the Selection Committee, if it decides to make use of this platform for conducting videoconference interviews):

I attach my qualifications as specified in Art. 3 of this call for applications, printed on plain paper.

Address for correspondence:

Street City Prov.
..... Postcode Phone Email

I, the undersigned, state my knowledge that the University may use the information contained in this declaration exclusively within the context and for the institutional purposes of the Public Administration, in compliance with the current legislation on the processing of personal data.

Verona,

Signature

.....

SUBSTITUTIVE DECLARATION OF CERTIFICATION and/or SUBSTITUTIVE DECLARATION IN LIEU OF AFFIDAVIT

(Art.s 46 and 47, Presidential Decree no. 445 of 28/12/00)

I, the undersigned,

SURNAME

NAME

(for women: indicate maiden name)

TAX ID NUMBER

BORN IN _____ PROVINCE _____ ON

PERMANENT ADDRESS: CITY _____ PROVINCE

_____ ADDRESS _____

POSTCODE _____ PHONE _____ EMAIL

Being aware of the criminal sanctions concerning false statements and the creation or use of false documents, as referred to in Art. 76, Presidential Decree 445/2000

I declare:

I, the undersigned, state my knowledge that the University may use the information contained in this declaration exclusively within the context and for the institutional purposes of the Public Administration, in compliance with the current legislation on the processing of personal data.

Place and date _____ Signed

Pursuant to Art. 38, Presidential Decree 445/2000, this substitutive declaration of affidavit is signed by the person concerned in the presence of a suitable employee or signed and submitted together with a non-certified photocopy of an ID document of the person concerned.