

Prot. No. 521

Pisa, 18.01.2010

THE RECTOR

on the basis of the following:

- the Statute of the University of Pisa, issued by a decree from the Rector 30 September 1994, No. 1196 and subsequent modifications;
- the norm dated 27 December 1997, No. 449 stating: "Measures for the stabilization of public funding" and in particular art. 51, clause 6 that allows for universities to award grants for collaboration and research activities;
- the ministerial note of 12 March 1998, No. 523;
- the ministerial note of 24 April 1998, No. 911;
- the Regulations of the University for awarding grants for collaboration and research activities, issued by a decree No. 01/717 from the Rector dated 15.05.2000, and amendments thereof;
- the ministerial decree of 26 February 2004 in which the amounts of the above-mentioned grants were reassessed;
- the resolution of the Board of Governors of 16 March 2004 in which the amount of the grants was established;
- the resolution of the University Senate of 6 October 2009 which introduced deadlines for the assignment procedures
- the resolution of the University Senate of 12 October 2010 which allows for the announcement of the awarding of up to 20 new research grants or renewals of research grants awarded in year 2009, co-funded by the departments interested, to be considered as an advance of the grants to be assigned in year 2011;
- the resolution of the University Senate of 9 December 2010 which increases from 20 to 25 the number of co-funded research grants to be considered as advances for year 2011;
- the University budget;
- the resolution of the director of the Department of Informatics No. 43/V dated 23.11.2010, in which a request was made for one co-funded grant;

DECREEES

Art. 1 - Announcement for the awarding of grants -

The University of Pisa announces the public selection of written applications plus, and only where appropriate, a subsequent interview, for the awarding of one grant (co-funded) for collaboration and research (hereafter 'grant'), to take place at the Department of Informatics:

1. "Linguistic Analysis of Texts" (Co-funded)

Art. 2 - The contract -

The grants last for two years and can be renewed for a further two years with a maximum limit of four years for the whole period of research carried out by the holder at the University of Pisa or at another university.

The overall annual amount including all contributions is € 17,967.12 for those having health cover in addition to INPS (social security), and € 19.013,04 for those without any further health cover other than INPS. It will be paid by the administration in monthly deferred payments.

In accordance with art. 51, clause 6 of law No. 449/97, no withholding taxes will be incurred on the above amount in accordance with art. 4 of law No. 476, dated 13/8/84, and amendments thereof, and the social security tax withheld shall be in accordance with art. 2 clause 26 and the following withholdings as per law 8/8/95 No.335 and amendments thereof.

No other grants or scholarships for whatever application can be cumulated with the present grant, except those awarded by Italian institutions, the European Union, international or foreign institutions, that can be integrated with stages abroad for research of the grant holders.

Art. 3 - Admission requirements -

To the public selection for admission to the grants, are admitted candidates holding a PhD or a graduate degree and having a scientific curriculum suitable for carrying out the research activity, excluding employees at universities, the astronomical, astrophysical or vesuvian observatories, the Enea and Asi, the public entities and research institutions mentioned in the art. 8 of the law Presidente del Consiglio dei Ministri 30 dicembre 1993 n.593, with later modifications.

For any diplomas or certificates from outside Italy, the examining board, exclusively in terms of the present selection procedure, shall assess whether such diplomas or certificates have equal validity within the Italian system.

The requirements for gaining admission to the selection process must be in possession of the applicant at the termination date of the presentation of applications.

The Administration can decide to exclude those candidates that do not meet the requirements, and can do so at any moment with reasoned measures.

The Italian citizenship is not required.

Art. 4 - Applications and deadlines for submission -

Applications must be made following the example forms. The forms must be signed by the candidate and submitted within **thirty** days from the day following the publication of the announcement on the general register of the University.

Applications should be addressed to the Magnifico Rettore dell'Università di Pisa - Lungarno Pacinotti, 43/44 - 56100 Pisa.

The Ufficio Protocollo dell'Università di Pisa (the university administrative department dealing with grant applications) is open from Monday to Friday 09.00-13.00, and on Tuesday and Thursday from 15.00 - 17.00.

If the application is delivered directly to the Ufficio Protocollo Generale, then the date of its receipt there shall be considered proof; if it is sent by post, which must be by recommended delivery with advice of return or by express mail, then the stamp of the accepting post office shall be considered proof.

The Administration takes no responsibility for loss of any mail due to any incorrect addressing by candidates, or due to changes of address from that indicated in the application, or for post or telegraph problems, or in any problems due to third parties, or any other unforeseeable circumstances.

Applications for each research grant must be made separately, otherwise the applicant will be excluded from the selection process. Applications must be made in accordance with the forms attached to this announcement, and they must be filled out in all parts.

Applicants must fill in the forms with the details below either by printing on them or using capital (upper case) letters, under their own responsibility, otherwise they risk being excluded from the selection process:

- a) personal details, date and place of birth, residency, telephone number and possibly e-mail address;
- b) the research and department they are applying for;
- c) Italian fiscal code, if any;
- d) awareness of the norms of the decrees of the President of the Republic 10 January 1957, No. 3, which regulate access to state employment in public administration;
- e) statement of not being an employee at the University, or at any other organization listed in art. 51, comma 6, first sentence, of Italian law L. 449/97 nor in any other administration listed in the same article;
- f) degree certificate, indicating the date of achievement, the university that issued the certificate, or of degrees obtained outside Italy;

- g) any PhD degrees, indicating the date of achievement, the administration office of the university that issued the certificate;
- h) be physically able to carry out the research;
- i) domicile or address including post code, telephone number, and email at which they desire to receive any communication regarding the present selection procedure.

Applicants with physical disabilities, in accordance with law No.104, dated 5 February 1992, must make an explicit request in relation to their disability with regard to any help they may need to be able to take part in the interview.

Art. 5 - Educational qualifications and curriculum vitae -

The following should be attached to each application:

- a) a curriculum vitae containing all educational qualifications and scientific achievements; it must be signed and dated by the applicant;
- b) documents and certificates that the applicant believes are relevant for the selection process. They should be either the originals, or a certified true copy, or with a self-certification or with self declaration, in accordance with the decree of the President of the Republic No. 445 dated 28 December 2000;
- c) one copy of any publications that they deem useful in the selection process. These can be presented either in their original version or as a photocopy. If presented as photocopies, applicants must write a self declaration stating that the photocopy conforms to the original, in accordance with the decree of the President of the Republic No. 445 date 28 December 2000;
- d) a list of educational qualifications and publications, dated and signed by the candidate;
- e) a photocopy of the applicant's fiscal code (if any) and an identity document.

If the documentation referred to above is not produced along with the application, it must be presented directly or sent by recommended delivery with advice of return (and by no other means) to the Rettore dell'Università - Lungarno Pacinotti, 43-44 - Pisa within thirty days from the day following the publication of the announcement on the general register of the University.

Proof of sending shall be provided by the date of the stamp of the accepting post office.

References are not allowed to publications and certificates already presented to the University in previous selection procedures.

Documents, certificates and publications sent to the University after the final date for the presentation of applications shall not be taken into account.

Art. 6 - Committee and selection procedure

For each selection procedure a committee is appointed which consists of the director of the university department concerned, who acts as the chair, and of two members appointed by the committee of the department concerned from the professors and researchers belonging to the department who are experts in the field announced.

The Committee shall assess the curriculums and documents presented by the applicant.

Following this assessment, the Committee shall vote on the ranking list of suitable applicants and thus decide which candidates to interview.

Applicants will be informed of the place, the day and the hour in which such interviews will take place at least 20 days before the interviewing process begins.

To gain access to the room where the interview will take place, candidates must show their ID.

The interviews shall be carried out in a place that is accessible to the public, and anyone can attend.

Any interviews that are deemed necessary as part of the ranking process will regard the overall curriculum and will be used to define the ranking list.

The Committee shall justify any cases where the grant is not awarded to a PhD student.

The proceedings of the selection process are made up of the minutes of each meeting of the committee of which their judgments on candidates are an integral part.

Art. 7 - The ranking list -

Within 30 days of receiving the proceedings of the selection procedure the rector shall attest that they conform to the regulations and shall declare the winners. The rector's decree is then sent to the head of the department concerned who then ensures that the proceedings are given adequate publicity.

If the winner should pull out of the contract within six months of the termination of the contract, the grant will then be assigned to the next candidate in the ranking list until the original contract expires.

The grant holder who intends to pull out of the contract shall give at least 30 day advance notice to the Rector and the head of the department concerned, giving his/her reasons. In such cases, the grant holder shall receive any payments due until the moment of terminating the contract. If the grant holder does not respect these requirements, the University shall be able to retain 1/12 of the amount of the grant.

Art. 8 - Publication of the selection procedure -

The announcement for applicants of the selection procedure is published in the official register of the University of Pisa, and in the department concerned.

The official announcement can be accessed on the Web server of the University of Pisa at:

http://www.unipi.it/ateneo/bandi/assegni/anti2011/informatic/18feb2011/bando.rtf_pdfcvt.pdf of which this document is a translation.

Art. 9 - Awarding the grants

The winners will sign a contract with the University of Pisa that is not within the realm of normal relations for university staff or of research staff, and therefore is not valid for employment as a member of Pisa University staff or staff of other university institutes in Italy.

The awarding of the grant is governed by a contract between the University of Pisa and the grant holder, in which the contractual obligations and rights are set out. The contract is signed on behalf of the University by the director of the department concerned.

The winners shall then provide the following documentation:

- a) copy of ID;
- b) photocopy of fiscal code;
- c) declaration that they conform with articles 2 and 3 of the present announcement;
- d) declaration that they will not go over the maximum limit of four years for the overall research activity carried out as the grant holder at the University of Pisa and other Italian universities in accordance with art. 5 of the University Regulations;

If applicants have made any self-certifications, these certificates shall be subject to checks, including sample checks, by the University of Pisa, with regard to their validity.

The winners shall respect the University regulations that apply for awarding grants, a copy of which will be provided to them at the time of signature of the contract.

The contracts take effect from the first day of the month following the official approval of the selection proceedings, unless there are different starting dates due to schedules of the department where the research will be carried out, and agreements by the parties.

If the grant holder begins the research program but does not continue it, without any sufficient reasons, and regularly for the entire duration of the grant, or is seriously and repeatedly absent, then the above mentioned procedure for terminating the contract shall come into effect.

Every six months grant holder must provide the head of the department with a report on the status of the research. The committee at the department will assess the research each year.

Art. 10 - The return of documents and publications -

At the end of the selection procedure, and 60 days after the publication of the ranking list in the Official Register, the University shall return to those applicants who specifically

requested it their original documents, unless there are any disputes. The documents must be collected by the applicant within 30 days of the expiry of the said termination date. After this date the University is no longer responsible for keeping and returning such documentation.

Art. 11 - Person responsible for the procedure

In accordance with art. 5 of Law No. 241 dated 7 August 1990, the person responsible for the present announcement is Laura Tangheroni, Unità Reclutamento docenti e tecnici amministrativi - Università di Pisa - Lungarno Pacinotti 43,44 - Pisa, e-mail l.tangheroni@adm.unipi.it.

Art. 12 - Protection of personal data

The protection of personal data is subject to the “Protection of Personal Data” legislative decree No. 196 dated 30 June 2003, published in the Official Gazette of 29 July 2003, general series No. 174, ordinary supplement No. 123/L.

Any data provided by applicants will only be used for the purposes of the present announcement.

Such data must be provided as part of the requisites for participation, and if not provided the applicant shall be disqualified.

Applicants enjoy the rights of the above mentioned norms, including the right to access any data that regard them, and also have the right to rectify, update, complete or delete any erroneous and incomplete data, or any data collected in a way that does not conform to the law.

Art.13 - Final provisions -

For anything that is not expressly considered in the present announcement, reference shall be made, where applicable, to the norms cited in the recitals of the present selection procedure, and to, where applicable, the norms of the Italian civil code and any related laws in force.

THE RECTOR
(Prof. Massimo M. Augello)

Example application form

Al Magnifico Rettore dell'Università di
Pisa
Lungarno Pacinotti, 43-44
I-56126 PISA

The undersigned applicant, born in _____ (day, month, year)
in _____ (town, country)
and resident in _____ (street number, street)
_____ (town)
_____ (post code)
e-mail _____

REQUESTS

to be admitted to participate in the public selection procedure reserved for non-Italians not
resident in Italy, for the awarding of a grant for collaborating in the research project entitled:

at the Department of _____

Aware of his / her responsibility the applicant declares that he / she:

- a) is aware of the norms of Law No.3 decreed by the President of the Republic 10 January 1957
with regard to access to employment in public administration;

b) is not an employee of the University nor at any other organization listed in art. 51, comma 6, first sentence, of Italian law L. 449/97 nor in any other administration listed in the same article;

c) fiscal code (if any) _____;

d) has a degree in _____, and graduated on _____ at the University of _____ with the following mark _____;

e) has a Phd in _____ obtained on _____ at the University of _____ ;

f) is physically able to carry out the research;

g) domiciled in _____

(city, house number, street, post code) tel. _____ ; e-mail: _____

Mobile: _____ ;

h) authorizes the University of Pisa to use his / her personal data in accordance with art. 12 of the present announcement.

The undersigned applicant also encloses one copy of documents that certify the educational qualifications and publications that he/she intends to present for evaluation, and a curriculum vitae describing previous and current scientific activity (dated and signed) and a list of the publications and documents that certify the qualifications (dated and signed);

Declares that he/she understands that false declarations are punishable in accordance with the penal code and related laws.

The undersigned agrees to inform the university administration of any subsequent variations, and acknowledges that the administration takes no responsibility for loss of any communications due to any incorrect addressing by candidates, or due to changes of address from those indicated in the application, nor does the administration take

responsibility for post or telegraph problems, or in any problems due to third parties, or any other unforeseeable circumstances.

Date _____

Signature _____ (a)

a) Please sign at the foot of the page.

SELF CERTIFICATION
DPR 445 dated 28/12/2000

The undersigned applicant, born in _____ (day,
month, year) in _____ (town, country)
and resident in _____ (street number, street)
_____ (town)
_____ (post code)

Acknowledges of the penal responsibility set out in Arts. 75 and 76 of the DPR 445/2000
regarding the hypothesis of falsehood in records and false declarations

CERTIFICATES

Date _____

The applicant

No validation of signature required, no stamp duty required

SELF DECLARATION
DPR 445 dated 28/12/2000

The undersigned applicant, born in _____ (day,
month, year) in _____ (town, country)
and resident in _____ (street number, street)
_____ (town)
_____ (post code)

Acknowledges of the penal responsibility set out in Arts. 75 and 76 of the DPR 445/2000
regarding the hypothesis of falsehood in records and false declarations

DECLARES

that the photocopies of the following documents are conforming to the originals:

Date _____

The applicant

No validation of signature required, no stamp duty required