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ISTITUTO TECNOLOGIE DIDATTICHE



Robotics and AI for socio-economic empowerment
Ecosistema dell'innovazione della Liguria
PNRR - MAC2 - 11.5

ANNOUNCEMENT NO. 400.4 ITD PNRR

*The English language version of this announcement is for reference only.
The Italian version is the legally binding version (Bando 400.4 ITD.PNRR).*

Public selection procedure based on qualifications and an interview pursuant to article 8 of the National Research Council's "Regulations for recruitment of personnel on fixed-term employment contracts", for recruitment of a fixed-term **Technologist (salary level III)** at the Genoa main office of the **Institute for Educational Technology (ITD), Italian National Research Council (CNR)**, as per article 83 of the National Labour Agreement for the 2016-2018 "Education and Research" sector, signed on 19 April 2018

THE DIRECTOR HEREBY ANNOUNCES

➤ Article 1 - Positions to be assigned - Activity programme

A public selection based on qualifications and an interview is announced pursuant to article 8 of CNR's "Regulations for recruitment of personnel on a fixed-term employment contract" for recruitment of a **Technologist (salary Level III)** on a fixed-term employment contract at the **National Research Council, Institute for Educational Technology (CNR-ITD) in Genoa, Italy**, pursuant to article 83 of the National Labour Agreement ("CCNL") of the "Education and Research" Sector 2016-2018, signed on 19 April 2018. The Technologist will be hired to carry out scientific research activity within the following project: **"RAISE - Robotics and AI for Socio-economic Empowerment" – Spoke 5, funded by the Italian University and Research Ministry under the National Recovery and Resilience Plan (PNRR).**

➤ Article 2 - Admission requirements

1. For admission to the selection, the following requirements must be met:

- a) Master's Degree (MA or MSc) in a subject/field related and relevant to the subject areas described below in item b);

For degrees obtained abroad, non-academic recognition is required according to article 38 of Legislative Decree No. 165/2001 following the procedures set out in article 2 of Presidential Decree No. 189/2009, amended by article 1 paragraph 28-quinquies of Law No. 15/2022. The candidate who has not obtained recognition of a foreign degree must declare in the application form that he / she has submitted the relevant request. In this case the candidate

will be admitted to the selection under condition that the official recognition is submitted before signing the employment contract;

b) Minimum three years' proven and verifiable experience in one or more of the following areas:

- **Educational Design;**
- **Using approaches based on design thinking, speculative/critical design, prospective thinking;**
- **Tutoring and facilitating online and/or onsite collaborative learning groups;**
- **Monitoring online and/or onsite activities;**
- **Conducting lab activities (online and/or onsite);**
- **Facilitating online communities via social media.**

As an alternative to the above-mentioned experience, a PhD relevant to said domain will be accepted.

c) knowledge of the English language.

➤ Article 3 - Application form and deadline for submission

1. The application form must be completed and submitted exclusively online, using the application system available at <https://selezionionline.cnr.it>, following the instructions specified in article 4 below. No other application method is allowed, and applications submitted in any other way will be excluded.
2. The deadline for submitting an application is **30 days following the date of the announcement's publication at "Portale del Reclutamento InPA"**. Applications received by 18:00 on the last working day are considered valid. The date of submission is certified by the computer system which, upon expiry of the deadline for submission, will no longer allow access to the procedure.
3. In the application form, candidates declare under their own personal responsibility:
 - Surname, name, date and place of birth;
 - residence and tax code;
 - citizenship;
 - if Italian citizens, the municipality where they are registered;
 - if foreign citizens, confirmation that they enjoy civil and political rights in the country of origin (with the exception of candidates with refugee status or subsidiary protection status);
 - that they have not received any criminal convictions and that they have no pending criminal proceedings against them; otherwise, the candidates must state any criminal convictions even if not final, as well as any pending criminal proceedings, and must specify the details of the sentence, plea bargaining or application for amnesty, pardon or judicial pardon, the issuing authority and the title of the offence;
 - the academic qualification held, by specifying the complete wording on the document, the date of achievement and the institution that issued the degree;
 - that they have the experience required by article 2, letter b);
 - any need for aid during the examination tests in relation to a specific disability;

- any work contract held in the Italian public service and any cause for termination of said contract;
- that they have not been dismissed or placed on leave from employment in the Italian public service due to persistent poor performance and that they have not lost their employment with another state organization for having obtained employment through production of false or invalid documents, as well as not being banned from public office on the basis of res judicata;
- any entitlement to priority in the candidate ranking pursuant to article 9 of this announcement;
- for foreign citizens only: to have adequate knowledge of the Italian language;
- the candidate's personal certified email address, or for foreign candidates a non-certified e-mail address;
- a telephone number.

4. Communications relating to this selection procedure will be sent to the candidate's personal certified email address; in case of failure to enter a personal certified email address (PEC), the candidate's non-certified email address will be used; in this case CNR will not be liable for undelivered communications. CNR does not assume any liability arising from inaccurate information regarding the candidate's address or from failure to communicate (or delayed communication of) any change in the certified email address and / or non-certified email address stated in the application.

➤ Article 4 – Submitting an application

1. To submit applications, it is necessary to proceed as follows (using the "User Manual" available at the Online Selections procedure under "Altro" ("Other")):
 - a) register on <https://seleziononline.cnr.it> to obtain access credentials; these will be sent out to the email address stated by the candidate; to register, use the link "Nuova registrazione" (New registration). Those who have already participated in a previous selection on this site must not re-register. For more information see the section "Accesso/registrazione in procedura" (Access/registration procedure) of the User Manual. For assistance, use the Helpdesk service.
 - b) fill in the application;
 - c) attach the Pdf of your curriculum vitae et studiorum, and insert all the information relating to the qualifications that you intend to submit for evaluation,
 - d) attach the Pdf version of an identity document showing a valid legible signature;
 - e) print out the form concerning the personal sworn declarations or declarations in lieu of affidavits, pursuant to articles 46 and 47 of Presidential Decree no. 445 dated 28 December 2000; this form is automatically completed by the system based on the personal data entered by the candidate when submitting the application. Add your legible handwritten signature or your digital signature and attach the form in Pdf format;
 - f) print out the form concerning the information on personal data processing pursuant to EU Regulation No. 2016/679; this form is automatically filled in as the previous one. Add your legible handwritten signature or your digital signature and attach the form in Pdf format;
 - g) **confirm the request** and download the receipt.
2. The computer system issues a receipt for correctly submitted applications. Applications that are not confirmed in the procedure, as per paragraph 1 letter. g), remain in draft state and are therefore void.

➤ Article 5 – Selection Committee

1. The Selection Committee, appointed by the Director of the Institute for Educational Technology, complies with the provisions in articles 5 and 7 of the "Regulations for recruitment of personnel with fixed-term employment contracts" of 2005, as well as Resolution No. 142/2021; the Selection Committee is composed of three members, of whom at least one external, and of two substitute members; the role of Committee Chairman is assigned to the external member.
2. The appointment act is published on the CNR website page at the following addresses: <https://www.urp.cnr.it/> and <https://selezionionline.cnr.it>.
3. Any changes in legal status that occur after appointment do not affect the Committee member's role.
4. The Committee shall conclude the selection procedure within three months of the date of the first meeting. The Institute Director may extend the aforementioned term once only and for no more than two months. Failure to comply with this deadline must be justified by the Selection Committee by submitting a report to the Director.

➤ Article 6 - Curricula – Self declarations

1. Pursuant to article 15 of Law 12 November 2011 No. 183, it is forbidden to exhibit to public administrators or public service officials any certificate concerning personal status, facts and personal qualities; this information must always be communicated by way of personal sworn declarations or declarations in lieu of affidavits pursuant to articles 46 and 47 of the Decree of the President of the Republic 28 December 2000 No. 445.
2. Candidates must attach to the application form the curriculum vitae et studiorum and the declarations to which reference is made in paragraph 4 below.
3. It is the candidate's responsibility to include in the curriculum all necessary details to enable evaluation of qualifications, such as: document details/references (i.e. date, identification number if any), natural or legal person who issued the document, as well as all curriculum information that may be necessary for evaluation purposes, such as: nature and duration of each work experience/contract and / or activity carried out, functions, experience gained, role played by the candidate, etc. Any information mentioned in the curriculum without sufficient elements for evaluation will not be taken into consideration by the Committee.
4. The candidate must attach the form containing the personal sworn declarations or declarations in lieu of affidavits, as per the aforementioned legislation, together with a photocopy of a valid identification document with legible signature, as stated in article 4 of this announcement.
5. The personal sworn declarations submitted by Italian citizens also apply to European Union citizens. Third Country citizens may only use personal sworn declarations when it is necessary to prove personal status, facts and qualities that can be certified or are certifiable

by Italian public or private entities, i.e. when these declarations are envisaged in international agreements between Italy and the country of origin of the applicant.

6. CNR will carry out appropriate checks on the content of personal sworn declarations pursuant to article 71 of Presidential Decree No. 445/2000.

➤ Article 7 - Exclusion

1. Candidates will be excluded from participation in the event of:

- a) submission of the application and related attachments in ways other than those stated in article 4;
- b) failure to meet the requirements shown in article 2;
- c) having been banned from public offices or having been dismissed or excluded from employment in the Italian public service for persistent poor performance or having been barred from state employment, pursuant to article 127, paragraph 1, letter d) of Presidential Decree 10 January 1957, no. 3, as well as having been dismissed for disciplinary reasons in accordance with the national labour agreements in force in public service sectors.

2. Candidates who have not been excluded are admitted to the selection procedure under condition.

3. The person in charge of the selection procedure may at any time exclude a candidate from the selection for failing to meet the prescribed requirements. If the reasons for the exclusion are ascertained after the completion of the selection procedure, the person in charge of the procedure declares the forfeiture of any right gained by the candidate from participation in the procedure itself; the exclusion of candidates will also be ordered if any declaration provided in the application or any declaration made pursuant to Presidential Decree No.445/2000 is found to be false.

➤ Article 8 - Qualifications and interview

1. The Committee defines the evaluation criteria before examining the documentation submitted by the candidates. The criteria will also be oriented towards the achievement of gender equality.

2. For the evaluation of qualifications and the interview, the Selection Committee has 90 points in total, subdivided as follows:

- a) qualifications 30 points;
- b) interview 60 points.

The Committee will assign the score on the basis of an comprehensive, detailed evaluation. In order to pursue the PNRR objectives in terms of effective achievement of gender equality, in the evaluation of CVs the Committee will take into account periods of work inactivity due to maternity or parental leave. Candidates who have achieved a score of no less than 21/30 in the examination of qualifications are admitted to the interview.

3. Candidates invited to the interview are given at least twenty days' prior notice via their certified email address. The score obtained in the evaluation of their qualifications is notified in the invitation to attend the interview. CNR assumes no responsibility for any disruptions in the network connection.
 4. Candidates must present a valid identification document. The interview, aimed at verifying aptitude and professional skills required for the position to be filled, will focus on professional activities and / or experiences in the subject field shown in article 2 letter b) and can be carried out either in Italian or in English.
 5. In order to pass the interview, the candidate must obtain a score of or above 42/60.
 6. At the end of the interviews, the Selection Committee prepares a list of candidates including the scores achieved by each one; the list, signed by the Committee President and Secretary, is published on the same day on the notice board of the examination centre.
 7. CNR reserves the right to carry out the oral exam via videoconference, using IT and digital tools, while ensuring publicity, proper identification of participants, as well as the safety of telecommunications and their traceability; detailed information regarding the online test will be published on the CNR website and on the online selection platform, and candidates will also be notified individually of them.
- Article 9 - Procedure validation - Approval of candidate ranking list and nomination of successful candidate
1. At the end of the selection process, all related documents are delivered by the Committee to the person responsible for the procedure; within thirty days, the person responsible for the procedure verifies that all steps have been carried out regularly and the Director approves the candidate ranking and appoints the successful candidate.
 2. If any formal flaws are found, the person responsible for said procedure will send the documents back to the Committee for rectification by a set deadline.
 3. The ranking list is issued in descending order, by summing up the scores achieved by each candidate in the evaluation of qualifications and the interview. In case of equal ratings, priorities are applied as provided for by article 5 paragraphs 4 and 5 of Presidential Decree No. 487/94, as amended by article 2, paragraph 9 of Law No. 191/98, declared by the candidate upon submitting the application form and certified by personal sworn declarations or declarations in lieu of affidavits pursuant to articles 46 and 47 of the Decree of the President of the Republic No. 445/2000.
 4. The shortlist in paragraph 1 is published on the website at the following addresses: <https://www.urp.cnr.it/> and <https://selezionionline.cnr.it>.

➤ Article 10 - Contractual terms

1. The individual fixed-term employment contract, stipulated pursuant to article 83 of the CCNL (National Labour Agreement) of the 2016-2018 "Education and Research" Sector signed on 19 April 2018, will last for **two years**, and may be **extended up to the maximum duration of the RAISE project**.
2. If, pending completion of the selection procedure, new regulatory, organizational or financial circumstances should arise which affect or prevent recruitment, CNR reserves the right not to proceed with the recruitment or to defer it.
3. CNR employees employed on a fixed-term contract (at starting seniority level) are paid the same salary defined in the National Labour Agreement for permanent personnel hired in the same personnel category stated in the selection announcement.
4. Based on the provisions of article 55 quater of Legislative Decree No. 165/2001 and subsequent amendments and additions, in the event of false documents or false declarations submitted in order to secure employment or following the start of the employment relationship, employment is terminated without prior notice.

➤ Article 11 - Available funding and suspension clause

1. The work position in this announcement is supported by funding from the National Recovery and Resilience Plan (PNRR). CNR reserves the right not to proceed with recruitment if the related funding is not confirmed. Signature of the work contract with the successful candidate and the actual employment start are in any case conditional on the approval of the relevant funding.

➤ Article 12 - Processing of personal data

1. The personal data provided by the candidates are processed for the purposes of managing this announcement, including possible further use of the ranking list and in case an employment relationship is established, as well as for other purposes compatible with this selection procedure, as specifically stated in the information contained in the form referred to in article 4 paragraph 1, letter f) of the announcement.
2. The data will be processed by the Consiglio Nazionale delle Ricerche - Piazzale Aldo Moro, 7 - 00185 Rome, as Data Controller, in accordance with EU Regulation No. 2016/679 and Legislative Decree No. 196/2003. The contact point at the Data Controller is the Director of the Institute for Educational Technology, whose contact details are: (e-mail: mario.allegra@itd.cnr.it certified email: protocollo address Via De Marini 6, 16149 Genova)
3. The supply of data is mandatory for the purposes of assessing the participation requirements, under penalty of exclusion from the competition.

4. The interested party enjoys the rights stated in article 15 and following articles of EU Regulation No. 2016/679, as specified in the information contained in the form indicated in paragraph 1, which can be exercised in the ways indicated in the same form.

➤ Article 13 - Access to documents

1. The right of access to the records of the selection procedure, pursuant to Law no. 241 of 7 August 1990 and subsequent additions and amendments, is exercised as set out in article 10 of the organizational Act No. 22 of 18 May 2007, as supplemented and amended by Act No. 62 of 8 November 2007 (available on the CNR website www.cnr.it "utilità" section), with the limitations set forth in article 12 of the same document.
2. Requests for access to the documents will be published in the competitions area at the aforementioned address.
3. This publication fulfills any obligation of communication to the interested parties pursuant to the aforementioned law. The CNR is therefore not required to proceed with any individual notification to participants.

➤ Article 14 - Person responsible for the procedure

The person responsible for the procedure, appointed in accordance with article 13 of the "Regulations for recruitment of personnel with fixed-term employment contracts", is Stella de Robertis, CNR technical staff, e-mail: stella.derobertis@itd.cnr.it.

➤ Article 15 - Publication and dissemination of information

1. This announcement is published on the Institutional website of the Consiglio Nazionale delle Ricerche: <https://www.urp.cnr.it> (Sezione Lavoro e Formazione (Job and Training Section)) and in the CNR online selection system <https://selezionionline.cnr.it>.

➤ Article 16 - Final provisions

For any matters not expressly foreseen herein, the provisions of the legislation cited in this announcement, as well as the laws in force on the subject, are applicable.

21 June 2023

Dr. Mario Allegra
ITD-CNR Director