



UNIMORE
UNIVERSITÀ DEGLI STUDI DI
MODENA E REGGIO EMILIA

UNIVERSITÀ DEGLI STUDI DI MODENA E REGGIO EMILIA
DIREZIONE RISORSE UMANE E SANITÀ

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JOB TITLE: research facilitator by the Law 240/2010 article 24bis, at Università degli Studi di Modena e Reggio Emilia.

POST TYPE AND GRADE: temporary and public employee – “Tecnologo”

PUBLIC SELECTION by qualifications and examination tests (written and oral exam).

BASIC FUNCTION: technical-administrative support to research’s activities about the Project “Rete di phd – Project manager della Ricerca” in the Area ERC: SH – Social Sciences and Humanities.

APPLICATION DEADLINE: 9th February 2018 – 12:00 (midday).

TARGET OF THE POSITION

Supporting design activities within interdisciplinary research teams in the field of social sciences and humanities, in the development of project proposals to be submitted under competitive calls, especially European ones.

MAIN DUTIES AND RESPONSIBILITIES

- supporting the overall coordination of the activities carried out by the team members;
- promoting the participation of the team members in international networks;
- advising the team members on the most suitable funding and promotional opportunities, also through the provision of information and training events;
- support to the scientific coordinator of the teams in the scouting and pre-screening of the project ideas;
- matching the expertise within the teams and the available funding opportunities;
- joint drafting of project proposals, in particular regarding the structure, the parts related to management, the impact of the project and dissemination, and the correspondence of the proposal with respect to specific requests and themes proposed by the call;
- support for the creation, consolidation and management of the partnership;
- providing assistance in the outcome of evaluation and follow up.

ADMISSION REQUIREMENTS

In order to be admitted to the selection, moreover the overall requisites, candidates are required to be in possession in particular of the following requisites:

- university degree (old system) or an equivalent qualification by law or a Second-Cycle degree;
- Phd.

Both qualifications must be relevant to the Macrosector ERC: SH – Social Sciences and Humanities (aree CUN 10, 11, 12, 13, 14).

Candidates must be in possession of above mentioned requirements at the application deadline in order to gain admission to the selection process.

Further qualifications will be valued.

The Administration guarantees fairness and equal opportunities for men and women in terms of work access and contractual conditions.

APPLICATION AND DEADLINE

Participation in the selection process requires the payment of a non-refundable contribution of 10 (ten) Euros, as a forfeit coverage of the selection process expenses.

Payment must be made as follows:

via bank transfer made out to the **UNIVERSITÀ DEGLI STUDI DI MODENA E REGGIO EMILIA – ISTITUTO CASSIERE: UNICREDIT BANCA SPA - TESORERIA ENTI - Piazza Grande, 40 - Modena - C/C 000000512773;**

IBAN: IT02Q0200812930000000512773. Institution's code n. 203900.

The following description of payment "*Contributo partecipazione concorsi*" must be included.

The copy of the bank transfer receipt must be attached to the application.

The entry application, drawn up on unstamped paper and including all relevant documentation, must be submitted according to one of the following methods, with the exclusion of any other means, **within the peremptory term of 12:00 (midday) on 9th February 2018**, penalty of exclusion: handed in directly at Ufficio Selezione e Sviluppo Risorse Umane or sent via registered mail with return receipt to the General Director of this University (via Università, 4 – 41121 Modena, Italy) or electronically, via Certified EMail System (Italian acronym PEC), to the address selezioni@pec.unimore.it and be received. **Only the date of receipt counts.**

The applications submitted through the Certified EMail System (Italian acronym PEC) are valid only if submitted by candidate's personal address (PEC of public or private institutions etc. are not accepted). Application forms and any other enclosures requiring the candidate's signature, submitted through the PEC system, are valid even if not bearing his/her signature.

The message will include in the subject the following words: "PEC – application to the public selection - decree rep. nr. 41/2018 - prot. nr. 8007 del 18.1.2018".

EXAMINATION TESTS

The exams will consist of a written and an oral test, as specified in the exam program attached to the official call (annex 4).

These tests are aimed at verifying the candidate's technical and professional skills, the maturity of thought, the cultural knowledge and the theoretical practical aptitudes relevant to this vacancy.

The timetable of the exams will be published on the University website at the following address: <http://www.unimore.it/bandi/PersTA-Diari.html> at least 10 days beforehand.

This notice will serve as notification for all those who take part in the selection process, who may be admitted "with reserve" and thus required to be present on the day and at the time and place stated, without any further communication.

The absence of the candidate will lead to his/her automatic exclusion from the selection process.

To access the room where the examination tests are held, candidates must be in possession of a valid identity document. The interview will be held in a room open to the public.

The official call and application form for this vacancy can be accessed on the Università degli Studi di Modena e Reggio Emilia website at following link <http://www.unimore.it/bandi/PersTA-Bandi.html>.