



Call 04/2020

**Announcement of public selection based on qualifications and interview for no. 1 grant in the field of “Media and scientific communication”, by the “ICAP” Department of the National Institute of Oceanography and Applied Geophysics – OGS.**

#### **Description of the activity**

The activities will be carried out as follows:

1. Study and planning of web communication campaigns aimed at spreading the results obtained by the OGS research activities;
2. Planning and organizing events aimed at spreading the OGS research activities;
3. Planning and programming innovative formats for the public involvement in activities of *citizen science*.

#### **Art. 1 – Vacancies and general part**

A public selection based on qualifications and interview is open to award no. 1 grant in the field of “*Media and scientific communication*”, by the “*ICAP*” Department of the National Institute of Oceanography and Applied Geophysics – OGS.

The grant is awarded with the principal aim of giving young graduates under the age of 30 the possibility to carry out studies or research activities within the fields requested by OGS.

The grant is neither compatible with any other type of grants, nor with fellowships or allowances of similar nature.

The grant is not compatible with dependent private or public employment – fixed term or permanent – with the exception of unpaid leave from work

OGS may not pay any additional payments to grantees.

A copy of this selection notice is available by the OGS Headquarters as well as on the OGS institutional web page at <https://www.inogs.it/it/job-opportunities>

All information, news and notices referred to this call may be found at <https://www.inogs.it/it/job-opportunities>

#### **Art. 2 – Duration and salary amount**

The grant will have a duration of 12 months and cannot be renewed automatically. On request from the Tutor, the grant renewal may be proposed by the Director of the Department where the grantee is implementing the activities to the General Director of OGS. The renewal proposal shall be accompanied by a short report written by the grant holder detailing the implemented activities, and it should be countersigned by the Tutor.

Even in the case of any possible renewals, the duration of the grant cannot exceed three years.

The salary of the grant for 12 months, net for charges borne by OGS, amounts to € 14.400,00 and shall be paid in monthly instalments.

All expenses connected to travel, board and lodging, will be reimbursed to the grantee when carrying out the activities out of the OGS headquarters in proportion to the allowance paid to the OGS staff belonging to the III professional level.

The grant is subject to the applicable tax regulations and it is exempt from social security deductions.



### Art. 3 – Requirements

The requirements for the admission to the public selection are:

- To be under the age of 30;
- Master's degree in scientific disciplines as per Ministerial Decree no. 270/04 in all assimilated classes pursuant Interministerial Decree dated July 9 2009 and according to the table annexed to the same Decree obtained by Italian Universities or degrees issued by Universities abroad;
- Knowledge of the English language;
- Knowledge of the Italian language (only for foreign applicants).

Candidates who obtained a qualification abroad that has been declared equivalent by the Italian competent educational authorities or validated according to the rules in force (Art. 38 Legislative Decree 165/2001), are admitted to participate in the call.

The candidate without such requisite at the date of the application shall present a detailed documentation concerning his/her education in order to allow the selection Committee to evaluate the application limited to the present call.

The admission requirements must be fulfilled at the date of this notice of recruitment.

### Art. 4 – Application form: terms and conditions

The application forms for the participation in the call shall be sent in unstamped paper, according to the form herewith attached (Annex 1), signed by the applicants and sent by one of the following options:

- a) By PEC (Electronic Certified Email), in compliance with the current legislation on the matter, to the following PEC address: [ogs@pec.it](mailto:ogs@pec.it).

The application form must be handed in no later than 12.30 pm on the closing date;

- b) By registered mail with return receipt to:

Istituto Nazionale di Oceanografia e di Geofisica Sperimentale – OGS

Ufficio Affari Generali e Protocollo (Room no.34, 1<sup>st</sup> floor)

Località Borgo Grotta Gigante, 42/c

34010 Sgonico – TS.

The application form shall be presented no later than the fifth day after the deadline of the call.

The official postmark date will serve as proof;

Any other way of sending and submitting applications is excluded.

Only for foreign candidates, the application for joining the public selection, drafted in unprinted paper, according to the outline attached to this announcement (Annex sub 1), signed by the applicant with a handwritten signature or a qualified electronic signature according to European standards, may also be received in the following way:

- c) by normal e-mail to the following e-mail address: [protocollo@ogs.trieste.it](mailto:protocollo@ogs.trieste.it).

The application must be received no later than 12.30 pm on the deadline of this call.

As regards the submission of the applications provided for by points a), and b) of this article, applications not signed by the applicants and those submitted after the deadline of this announcement will not be considered as eligible.

Applications submitted by foreign applicants, as detailed in point c) of this article, not signed with a handwritten signature or a qualified electronic signature according to European standards, and those forwarded after the deadline of this announcement will not be considered eligible.



Under his/her own responsibility, the candidate, must declare the following information:

- Surname and name;
- Place and date of birth;
- Residence;
- Citizenship;
- Not have been convicted or found guilty of any criminal offence, or, if any, what kind of criminal offence the candidate has been found guilty;
- To be in possession of the requested qualifications, with the indication of all the details concerning date, place of issue, final mark;
- To be in possession of the other requirements as per art. 3 of this call;
- Knowledge of the Italian language (only for foreign candidates);
- The chosen address for the call.

The candidate shall attach to the application form the following documents:

- Curriculum vitae (dated and undersigned).

The candidate may also attach all documents and qualifications that he/she deems appropriate to present in his/her own interest.

The candidate shall also attach to the application:

- 1) Self-declaration affidavit in accordance with art. 46 Presidential Decree dated. 28.12.2000, no. 445 (Annex 2), concerning the degree or the PhD obtained;
- 2) Self-declaration affidavit, in accordance with art. 47 Presidential Decree dated 28.12.2000, no. 445 (Annex 3), concerning the curriculum vitae and other possible documents, certificates, qualifications.

As an alternative to the declaration as per point 1), copy of the degree may be attached to the application form accompanied by the self-declaration affidavit certifying the exact copy of the original in accordance with art. 47 of Italian Presidential Decree no. 445 of 28 December 2000 (Annex 3).

The self-declaration affidavit shall be accompanied by a copy of a valid identity document.

Application forms not accompanied by the self-declaration affidavit as per point 1) or the copy of the degree certificate with the connected self-declaration affidavit will not be considered; application forms not accompanied by the declaration as per point 2), filled in accordingly, will not be considered as well.

Candidates with disabilities, with reference to their own disability, shall mention their specific request for assistance in the application form.

#### **Art. 5 – Exclusions**

The following reasons constitute a ground for ex-officio exclusion:

- Applications not submitted within the fixed deadline referred to in Art. 4;
- Applications sent by means other than those referred to in Art. 4;
- Partial or total omission of the information requested as per Art. 4;
- Being in one of the conditions referred to in Art. 1, paragraphs 3 and 4;
- Fail to submit the application form duly signed;
- Fail to submit a copy of a valid identification document attached to the application form;
- Fail to comply with any of the requirements as per art. 3;
- Failure to attach the self-declaration affidavit as per art. 4, paragraph 1) as well as the self-declaration affidavit as per art. 4 paragraph 2).

Candidates are admitted to the selection provisionally. The Director of the Human Resources Department has the faculty to exclude a candidate at any time in case of lack of the above-mentioned requirements by providing a valid justification.



If the motivations that determined the exclusion are verified after the completion of the selection, the Director General, with a valid justification, provides automatic forfeiture of any rights connected to the participation in the selection itself.

Exclusion of candidates shall also be applied in case of presenting inaccurate declarations requested by the application form in accordance with the Italian Presidential Decree no. 445 of 28 December 2000.

**Art. 6 – Selection Committee: evaluation of qualifications, interview and ranking list**

The Selection Board is appointed by an official Act of the Director General of OGS.

The Selection Board can assign up to 100 points, divided as follows: 30 points for the evaluation of the qualifications and 70 points for the interview.

Only candidates obtaining at least 21/30 points in the first evaluation will be admitted to the interview.

The Selection Committee firstly adopts the criteria and the parameters to which it intends to apply, with specific reference to the characteristics of the research project.

Qualifications:

The qualifications to be evaluated are:

- degree;
- specialization courses in science Communication, both in Italy and abroad;
- specialization diplomas and certificates of attendance to post lauream training courses, both in Italy and abroad;
- jobs in public or private organisations, with contracts, fellowships or assignments, both in Italy and abroad;

Interview

The interview will be based on the subjects related to the profile requested in the present call and on any experience or activity carried out by the candidate.

The Selection Board may carry out the interview either in English or Italian upon request of the candidate.

For the interview the candidates shall present a valid identification document.

The candidates who will not attend the interview, or, if the interview will be made through a video conference call, will not be connected according to the indications given by OGS, will lose any right to participate and will therefore be disregarded.

Candidates failing to present a valid identification document or in possession of expired ID cards will not be admitted to the interview.

The interview is considered as “passed” if the applicant gets the minimum score of 49/70.

Ranking list

The Selection Committee makes a shortlist with the indication of the final score, in descending order, obtained by the candidates.

The selection is considered as passed if the applicant obtains the minimum score 70/100 points.



The ranking list with the indication of the grant winner or winners will be published by the President of the Selection Committee with the same forms of advertising provided for the call.

Such publication constitutes effectively an official notification.

#### **Art. 7 – Ranking list approval and appointment of the grant winner**

The Director of the Human Resources Department, once verified the formal validity of the documents transmitted to the Selection Committee, approves the ranking list and appoints the grant winner.

The ranking lists shall remain valid for 18 months after the date of approval.

In case of formal renunciation of the grant winner, or if the grant winner does not accept the grant within the period indicated in the Art. 8 of the present call, the grant shall be awarded to the next eligible candidate in the ranking list.

The grants available following renunciation or resolution of the grant winner may be awarded to the candidates indicated in the ranking list within its expiration.

#### **Art. 8 – Awarding of the grant**

After budget and provisions verification, the OGS Director General, awards the grant to the grant winner.

The grant winner will be duly notified of the result and shall send an official declaration of acceptance of the grant within 15 days after receipt of the above-mentioned notice.

Once obtained the declaration of acceptance from the winner candidate, a contract between the Director General of OGS and the grant winner is prepared and signed. This contract defines the terms and conditions of the collaboration, together with the activities to be carried out.

#### **Art. 9 – Implementation of the research activities**

The activities of the grant holder are carried out in complete autonomy and with no scheduled working time, within the specific research programme and according to the guidance provided by the tutor.

The grant holder activities are never considered as dependent employment.

The grant does not entail any social security benefit, and shall not be considered for the legal and economical evaluation of a career.

#### **Art. 10 – Obligations of the grantee**

The grant holder must carry out the activities included in the research programme prepared by the tutor and under his/her supervision.

At the end of the grant, the grant holder shall submit to OGS a final research report that includes the obtained results, accompanied by the evaluation of the tutor.

All technical, scientific and administrative data and information gathered by the grant holder during the implementation of the activity shall be considered confidential and therefore it is not possible to use such information for purposes different than those for which the grant has been awarded.

Concerning the protection of the intellectual property of the results or products obtained on the performance of the activity of the grant please refer to OGS regulations on patents and protection of intellectual property.



**Art. 11 – Evaluation of the activity of the grantee**

On completion of the research activities carried out by the grantee, he/she shall send to the Director General a brief summary of the implemented activities which shall be countersigned by both the tutor and the Director of the Department.

On completion of the research activities and upon formal request of the grantee, the implemented activities may be submitted for evaluation to a specific Selection Committee, appointed according to the applicable rules and regulations.

**Art. 12 – Personal data management**

Controller: Istituto Nazionale di Oceanografia e di Geofisica Sperimentale.

Responsible for data protection: luca.zenarolla@avvocatiudine.it

Under the article 13 of EU Regulation 2016/679, required personal data will be exclusively collected and treated for purposes strictly connected to the selection procedure also with the use of computerized procedures, according to current law and regulations concerning the implementation of this kind of activity.

Providing such data to OGS is necessary for the evaluation of participation requirements and of the holding of titles: failure to provide these data may compromise such evaluation.

Data will only be kept for the period required by the selection, and successively for storing purposes only.

**Art. 13 – Provisional extraordinary regulations**

Due to the current Covid-19 epidemiological emergency situation, and in accordance with the Prime Minister's Decree 8<sup>th</sup> March 2020, the subsequent Prime Minister's Decree 9<sup>th</sup> March 2020, the Decree Law 17 March 2020 no. 18, and the Prime Minister's Circular 2/2020, with regard to the public recruiting procedures, the meetings of the Selection Committee and the interviews of the candidates shall exclusively be made via video conference call, if those meetings/interviews are planned to take place during the emergency period.

In this case OGS will publish on its website all the necessary information on how to connect for the interview and the system requirements needed.

Once the emergency period is finished, the Selection Committee meetings and the interviews via video conference call could still be used, but the decision on this matter will be up to the Committee.

**Art. 14 - Final proceedings**

For matters not covered by this selection notice please refer to the Grant and Research Fellowship rules of OGS.

This call for individual grant will be posted on the OGS website and on the European Commission Internet portal Euraxess.

In accordance with art. 5 of the Law no. 241 of 7 August 1990, the Responsible of the Proceedings is the Director of the Human Resources Department.



Application form

To: Istituto Nazionale di Oceanografia  
e di Geofisica Sperimentale – OGS  
Località Borgo Grotta Gigante, 42/c  
34010 Sgonico – TS

Call \_\_\_\_\_/2020 – \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned (name) \_\_\_\_\_ (surname)  
\_\_\_\_\_  
born \_\_\_\_\_ (Province \_\_\_\_\_) on \_\_\_\_\_  
and resident in \_\_\_\_\_ address \_\_\_\_\_ n.  
\_\_\_\_\_

requests to participate in the selection of the call in object.

For this purpose, the applicant declares under his/her own responsibility:

- citizenship \_\_\_\_\_
- not have been convicted or found guilty of any criminal offence (please specify, if any)  
\_\_\_\_\_  
\_\_\_\_\_
- to hold a degree (please cross the type of degree you hold)
  - master's degree pursuant Ministerial Decree no. 509/99
  - master's degree pursuant Ministerial Decree no. D.M. 270/04
- in \_\_\_\_\_ obtained on date  
\_\_\_\_\_ from the University of \_\_\_\_\_
- with the score of \_\_\_\_\_ / \_\_\_\_\_

**If the qualification is obtained abroad**

- to have already obtained the recognition of the equivalence as per Art. 38 of the Legislative Decree dated March 30 2001, n. 165, in view of the documents annexed to the application  
*namely*
- to have already applied for the recognition of the equivalence as per Art. 38 of the Legislative Decree dated March 30 2001, n. 165, in view of the documents annexed to the application  
*namely*
- to present the following detailed documentation of the attended training in order to allow the selection Committee to assess the recognition of equivalence only for the purposes of the applicant's participation in the mentioned call for applicants



**Istituto Nazionale  
di Oceanografia e di Geofisica Sperimentale**

- to have knowledge of the Italian language (only for foreign candidates)
- to hold the following titles that may be evaluated:

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Here attached papers no. \_\_\_\_\_, of which:

- no. \_\_\_\_\_ printed, collaborative papers no. \_\_\_\_\_ ;
- no. \_\_\_\_\_ typescripts, collaborative papers no. \_\_\_\_\_ .

To be attached to this form

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to wish to receive all communication referring to this call to the following address:

(street) \_\_\_\_\_

(town) \_\_\_\_\_

(ZIP code) \_\_\_\_\_

Telephone \_\_\_\_\_

e-mail \_\_\_\_\_

Date \_\_\_\_\_

Signature

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**Istituto Nazionale  
di Oceanografia e di Geofisica Sperimentale**

The undersigned \_\_\_\_\_

For participating in this call \_\_\_\_\_ requests to carry out the interview via video-conference call  
through the following video-conference account \_\_\_\_\_

Signature

\_\_\_\_\_



SELF DECLARATION AFFIDAVIT

(art. 46 Presidential Decree 28.12.2000 no. 445)

The undersigned (name) \_\_\_\_\_ (surname) \_\_\_\_\_  
born in \_\_\_\_\_ (province \_\_\_\_\_) on \_\_\_\_\_  
and resident in \_\_\_\_\_ address \_\_\_\_\_ no.  
\_\_\_\_\_

aware that false declarations are punishable by law (art. 76 Presidential Decree 28.12.2000 no. 445)

DECLARES

- to hold a degree (please cross the type of degree you hold)
  - master's degree pursuant Ministerial Decree no. 509/99
  - master's degree pursuant Ministerial Decree no. D.M. 270/04

in \_\_\_\_\_ obtained on date  
\_\_\_\_\_ from the University of \_\_\_\_\_  
- with the score of \_\_\_\_\_ / \_\_\_\_\_

The undersigned also declares that he/she has been informed that, in accordance with current legislation, personal data will be treated, by computer tools also, exclusively within the object for which the declaration has been drawn up.

Date \_\_\_\_\_

Signature

\_\_\_\_\_



SELF DECLARATION AFFIDAVIT  
(art. 47 Presidential Decree 28.12.2000 no. 445)

The undersigned (name) \_\_\_\_\_ (surname) \_\_\_\_\_  
born in \_\_\_\_\_ (province \_\_\_\_\_) on \_\_\_\_\_  
and resident in \_\_\_\_\_ address \_\_\_\_\_ no. \_\_\_\_\_  
aware that false declarations are punishable by law (art. 76 Presidential Decree 28.12.2000 no. 445)

DECLARES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (1)

Purely by way of example here below a list of options that may be used in the self-declaration affidavit

- the copy of the degree certificate attached to the application form of no. \_\_\_\_\_ pages is a true copy of the original
- the copy of the following title or document or publication

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

of no. \_\_\_\_\_ pages is a true copy of the original.

The undersigned also declares that he/she has been informed that, in accordance with current legislation, personal data will be treated, by computer tools also, exclusively within the object for which the declaration has been drawn up

Date \_\_\_\_\_

Signature

\_\_\_\_\_

(1) The declarant shall send attached to the declaration a copy of a valid identification document.