



Università
Ca' Foscari
Venezia

Area Risorse Umane

Ufficio Personale
Docente e CEL

Ca' Foscari
Dorsoduro 3246
30123 Venezia

Settore Carriere
T 0412348384
T 0412348223
pdoc.carriere@unive.it

Settore Concorsi
T 0412348269
T 0412348217
pdoc.concorsi@unive.it

Settore CEL
T 0412348235
T 0412348370
cel.carriere@unive.it

Settore Incarichi
T 0412348254
T 0412348220
pdoc.incarichi@unive.it

F 0412348114

Cod. Fisc. 80007720271

Rector Decree No. 79

Prot. No. 6172 of February 2nd, 2018

Title - VII/1

Subject: Public selection procedure for 1 permanent position of Associate Professor in compliance with Art. 18, para. 4 of Italian Law 240, 30 December 2010, academic recruitment field 10/L1 (English and Anglo-American Languages, Literatures and Cultures), academic discipline L-LIN/12 (Language and Translation - English)

THE RECTOR

Having regard to the Italian Law 168, 09 May 1989;
Having regard to the Italian Law 241, 07 August 1990, as amended and supplemented;
Having regard to Pres. Decree 445, 28 December 2000, on administrative documentation, as amended and supplemented;
Having regard to the Italian Personal Data Protection Code adopted by Leg. Decree 196, 30 June 2003;
Having regard to the Italian Digital Administration Code adopted by Leg. Decree 82, 7 March 2005;
Having regard to the Italian Law 106, 15 April 2004, and related Pres. Decree 252, 03 May 2006;
Having regard to Art. 1, Par. 105 of Italian Law 311, 30 December 2004, providing for a three-year staff recruitment programme;
Having regard to the Min. Decree 363/1998 and Leg. Decree 81/2008 as amended and supplemented concerning safety at work;
Having regard to the Ethics Code of the University;
Having regard to the University Bylaws;
Having regard to the Decree of the General Director 4/2017;
Having regard to the resolution by the Board of Trustees of December 15th, 2017, which approved the estimated Balance Sheet 2018-2020;
Having regard to the Code of conduct of the University;
Having regard to the Italian Law 240, 30 December 2010, in particular Art. 18, para. 4;
Having regard to Lgs. Decree 49, 29 March 2012, concerning: "Discipline for programming, monitoring and evaluation of budgetary and recruitment policies of universities";
Having regard to the Italian Min. Decrees 855, 30 October 2015 on the redetermination of academic recruitment fields, grouped into competition macro-areas;
Having regard to the University Regulation governing public selections Full and Associate Professors;
Having regard to the Min. Decree 662, 01 September 2016, for determining the tables of correspondence between the Italian and foreign academic positions as per Article 18, para. 1, section (b) of Law 240/2010;
Having regard to the Italian Law 232, 11 December 2016 and in particular Art. 1, para. 314-337;
Having regard to the results of the selection for "Dipartimenti di Eccellenza" in the Italian Universities;
Having regard to the resolution with which the Department of Linguistics and Comparative Cultural Studies requested one permanent position for the academic recruitment field 10/L1 (English and Anglo-American Languages, Literatures and Cultures), academic discipline L-LIN/12 (Language and Translation - English) and indicated its scientific and teaching commitment;
Having regard to the resolution by the Academic Senate of September 27th, 2017;
Having regard to the resolution by the Board of Trustees of October 6th, 2017;
Having verified the financial backing for the appointment of the successful applicant;
Acknowledging that the proposing structure has certified its compliance with Italian law and University Regulations

DECREES

Art. 1

Announcement of public selection procedure

A Public selection procedure for 1 permanent position of Associate Professor in compliance with Art. 18, para. 4 of Italian Law 240, 30 December 2010 has been opened:

Academic recruitment field:	10/L1 English and Anglo-American Languages, Literatures and Cultures
Reference academic discipline:	L-LIN/12 Language and Translation - English
Department:	Linguistics and Comparative Cultural Studies
Work place:	Ca' Foscari University of Venice, Department of Linguistics and



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	Comparative Cultural Studies
Teaching and scientific commitment:	<p>Teaching commitment: The candidate for the English Language and Translation position will teach courses listed under the subject area L-LIN/12, "Language and translation: English language". S/he will work in the BA and MA programmes offered by the Department of Linguistics and Comparative Cultural Studies, as well as in other post-graduate and Doctoral programmes. The candidate is expected to teach predominantly in English and to cover foundational English language courses as well as courses on translation and interpreting (English-Italian). The candidate will also organise and co-ordinate the language tutorials led by the language assistants in the English language courses, following departmental instructions.</p> <p>Scientific commitment: The candidate for the English Language and Translation position will be engaged in research activities and will produce scientific publications at a good to excellent level both nationally and internationally; s/he will actively participate in national and international conferences and in research groups; s/he will apply for extra-mural grants and research funding. The candidate's research activity will deal with the metalinguistic analysis of English, the practice and theory of translation and interpreting in its various forms, and modalities.</p>
Maximum number of published works to be presented:	12
Content of the interview:	Academic presentation of the candidate's research program with reference to the subject area L-LIN/12 (in English)
Foreign languages of which will be verified the knowledge	The committee will evaluate the candidate's knowledge of English. The candidate's competence in English must be excellent. The committee will also evaluate the candidate's knowledge of Italian, as competence in Italian is required for administrative duties, interactions within the University and with students.
Internationally recognized quality standards for the assessment and any further elements of teaching and scientific qualification deemed necessary, providing in any case an adequate width of the profile outlined:	<p><u>Internationally recognized quality standards:</u></p> <ul style="list-style-type: none"> - Published articles/essays/monographs with international presses/journals. - Publications in English. - Papers read at international conferences. - Organisation/chairing of panels, seminars etc. at international conferences. - Co-ordination of / active membership in a research group, officially funded by an acknowledged research agency/trust etc.. - Membership in editorial boards, advisory boards etc. of international journals or research series. - Activity as visiting scholar/researcher/lecturer/fellow in international universities or research institutes of high academic profile. - Official prizes, awards, honors received for academic research. <p><u>Didactic standards:</u></p> <ul style="list-style-type: none"> - Teaching of 'English language and linguistics' in universities and/or national/international academic institutions or research institutes.

Art. 2
Requirements for admission to selection procedure

The selection procedure is open to:

- a) Candidates who obtained a National Scientific Qualification pursuant to art. 16 of Law 240/2010 in the academic recruitment field and for the functions of Associate Professor; or for higher functions provided they don't already hold the same higher functions;
- b) candidates who are suitably qualified in accordance with Law 210/1998 for the level of Associate Professor, limited to the duration thereof;
- c) professors working in other Italian Universities as Associate Professor;
- d) academics abroad regularly engaged in research or teaching at university level in a position on a level with those under this call, based on the table of correspondence determined by the Ministry (Min. Decree 236, 02 May 2011).

that meet the following requirement:
not having worked for or not being holders of research grants or enrolled in Ca 'Foscari University in the last three years



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Applicants must be in possession of the established requirements at the closing date for the submission of an application for selection. Elimination from the selection procedure will be provided via a reasoned measure from the Rector communicated to those concerned.

Also, under no circumstances may those with a conjugal or familial or affinity relationship with professors belonging to the recruiting Department, up to the fourth degree, participate in the process including the Rector, General Director, or any member of the Board of Trustees of the University.

The following may not participate in the selection procedures:

- 1) Those who are not entitled to exercise civil and political rights;
- 2) Those who have been dismissed or relieved from office with a Public Administration for consistently poor performance;
- 3) Those who have been dismissed from a civil service job as provided in Art. 127, section (d) of Pres. Decree 3, 10.01.1957.

This Administration guarantees fairness and equal opportunity to men and women in access to employment and employment conditions.

Art. 3

Application submission procedure

To participate in the selection, candidates must submit their application **only** using the procedure available on the web at:

<http://static.unive.it/domandeconcorso-en/accesso/decreto079-2018>

within a deadline of 12.00 a.m. CET on the thirtieth day following the date of publication of the call in the Official Gazette of the Italian Republic. If this deadline expires on a public holiday, it is extended to the next working day.

The application may be filled via web using any computer with Internet connection within the deadline. Then, the link will be blocked and will no longer be possible to fill the application.

Note: You need to complete the application by completing all required fields and attaching all required files. Only at this point it will generate an individual alphanumeric code, which will be forwarded to the applicant to the email address entered in the application. By the deadline indicated above, is allowed to make changes to the application and replace the attached files, by returning in the proceedings with the alphanumeric code access.

When the deadline has expired, the connection will be disabled and you can no longer complete the application or edit it.

No other forms of submission are allowed.

For further information, candidates may contact Settore Concorsi phone: +39 0412348269 or +39 0412348217, email: pdoc.concorsi@unive.it

The application form shall clearly state the candidate's name and surname, date and place of birth. All candidates must, likewise, declare on their own account:

- 1- Their citizenship;
- 2- That they are in possession of one of the requirements for admission indicated in Art. 2 of these competition regulations;
- 3- That they have not worked for, or not been holders of research grants, or not been enrolled in Ca' Foscari University in the last three years;
- 4- That they do not have a conjugal or familial or affinity relationship, up to the fourth degree, with professors belonging to the recruiting Department including the Rector, General Director, or any member of the Board of Trustees;
- 5- That they have not been convicted of a crime nor are they aware of being subject to criminal proceedings or of any pending criminal proceedings against them;
- 6- That they have not been dismissed from office with a Public Administration for consistently poor performance nor from a civil service job as provided in Art. 127, section (d) of Pres. Decree 3 10.01.1957;

The failure to make the declarations in the above paragraphs will cause elimination from participation in the selection procedure.

Italian candidates shall also state on their own account:

- In which electoral roll they are registered (municipality) and any reasons for non-registration or deletion from it;
- Their current situation with regard to military service.

Foreign candidates shall also state on their own account :

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- That they exercise civil and political rights in their country or give the reasons for failure to do so;
- That they have adequate Italian language skills.

In their applications candidates should also include the address for their notification, a telephone number, a mobile number and an e-mail address.

The University Administration declines all responsibility for the notifications due to the failure of the candidate to provide a correct address or a failure or delay in notifying about a change to the address given in the application or for any postal or telegraphic services misdeliveries, or due to third parties, unforeseeable events or force majeure.

Candidates must also attach the following to their applications:

- Candidate's curriculum vitae listing their scientific and teaching activities, written in Italian and in English, signed with an original signature and declaration of veracity as provided in Arts. 46 and 47 of Pres. Decree 445/2000;
- Documents confirming the qualifications deemed useful for the selection procedure (except for qualifications issued by other Public Administrations for which candidates must submit the self-executed certificate) and a list signed with original signature;
- list of published works that candidate intends to submit for the purposes of Art. 1 of these competition regulations, signed with original signature;
- Photocopy of valid identity document.

According to the University's actions within the Human Resources Strategy for Researchers (HRS4R), candidates are invited to submit a cover letter to their CV.

Qualifications refer to academic qualifications, professional qualifications, specialisations, licenses, training, updates and so on.

European Union citizens may:

- Submit scanned copies of qualifications, that are certified copies of the originals with self-executed affidavit as provided in Arts 19 and 47 of Pres. Decree 445, 28 December 2000 (attachment A); if written in a foreign language, said qualifications shall include a sworn Italian translation performed by embassy or consulate translators or by an official translator;

or

- Prove that they have the necessary qualifications using the self-executed certificate or self-executed affidavit (Attachment A). The latter mode is the only accepted for qualifications issued by other Public Administrations.

Non-EU citizens with a regular residence permit may submit scanned copies of qualifications, authenticated or true certified copies of the original. The self-executed certificates must be used in accordance with the procedure laid down for EU citizens whenever it is necessary to provide proof of status, facts or personal qualities certifiable or confirmable by Italian public agencies or if the production of self-executed certificates takes place under international agreements between Italy and the applicant's country of origin.

Non-EU citizens without a regular residence permit may submit scanned copies of qualifications, authenticated or true certified copies of the original.

Certificates issued by the relevant authorities of the applicant's Country of origin must be submitted together with a translation into Italian authenticated by the Italian consular authority certifying conformity with the original.

The Administration shall carry out a verification process on the contents of substitute declarations contained in the curriculum vitae.

No reference may be made to documents presented to this or other administrations or to documents attached to the application forms of other selection procedures.

Art. 4 Publications

Candidates must upload their publications in pdf, dividing them into the appropriate four fields of electronic procedure of the capacity of 50 MB each (in each field can be inserted multiple publications grouped into a single file or a .zip folder).

Published works not uploaded within the closing date shall not be taken into consideration by the Examining Board.

If a candidate presents more publications than required, the Commission will evaluate the publications, in the order specified in the list of publications produced by the candidate, up to the limit provided.

For the purposes of this selection procedure only published works or texts accepted for publication as provided under current standards shall be accepted for evaluation, along with essays in anthologies and journal articles published in hard copy or digital format excluding internal notes or departmental reports.



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For joint-authored publications, the candidates may include a statement confirming their contribution. Otherwise, joint-authored publications may be evaluated provided it is possible to identify the individual contribution of the candidate on the basis of its coherence with their overall scientific activity.

Art. 5 Exclusion from selection procedure

Candidates are conditionally admitted to the selection procedure and may be excluded from the procedure at any time for failure to meet the requirements by means of a reasoned Rector's decree.

Failure to comply with requirements laid down in Arts. 2 and 3 herein represents a reason for exclusion from the selection procedure.

Art. 6 Composition of the Examining Board

The Board is identified in accordance with the provisions of the University Regulation governing the public selection procedure for the permanent position of Full and Associate Professor and will be appointed by a Rector's Decree.

The appointment of the Examining Board must comply with the rules concerning incompatibility and conflict of interest and the conditions laid down in the Ethics Code.

The commission can be integrated at any time from one or more experts to assessment of the required foreign language/languages.

The appointment of the Board shall be published online on the University website.

Art. 7 Roles of the Examining Board

The Board conducts, during a private session, a comparative evaluation on the basis of the candidates' scientific publications, curriculum vitae and teaching experience.

The three candidates judged comparatively more meritorious as a result of the above evaluation procedure (or a smaller number only if the candidates are less than three) will be admitted to the interview, which shall be conducted in open session.

At the time of the interview, the Board shall assess the knowledge of the language indicated in art. 1 of this call.

The evaluation is based on criteria predetermined by the Board in accordance with internationally recognized quality standards set out in art. 1 of this call.

The University will publish on April, 6th 2018 on its website at the following address <http://www.unive.it/bandi-ass> the interview date, with details of candidates admitted, or the possible postponement of the publication. The said publication will be made at least 7 days prior to the interview and it is equivalent to notification of the law in effect. Therefore, candidates are required to appear for the interview, without any notice, in the place, the day and hour specified in the notice. Failure to attend this interview shall be considered explicit outright proof of their decision to withdraw from the selection process.

Attending candidates must present a valid identity document.

At the end of the interviews the Board shall render a final judgment and shall identify the deserving candidates and, between them, the comparatively best candidate, based on the assessment in paragraph 1 and on the interview.

The Board shall conduct the work in the presence of all the members and takes its decisions by an absolute majority of the members.

The Board may use computerised tools for their activities.

The Board must conclude its activities within two months of the date of the provision for the appointment, unless otherwise specified in the same. The closing date may be extended for demonstratively exceptional reasons given by the Board Chair. In the case of failure to conclude activities by the date established, the Rector shall issue a reasoned provision to begin procedures for the replacement of members responsible for the delay as well as establishing a new closing date for the conclusion of activities.

Art. 8 Validity of the proceedings

The Board proceedings are attested in the minutes of the meetings, together with the related individual and collegial opinions that shall be sent by the Board Chair to the ARU – Ufficio Personale Docente e CEL, Settore Concorsi within 7 days after the conclusion of the Board activities for assessment of the proceedings and approval of the minutes by Rector's Decree.



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Once the minutes have been approved, the proceedings are sent to the recruiting Department Head and published by insertion in the University website announced by notice in the Official Gazette - Special Series IV.
The deadline for any appeal starts from the date of publication of this notice.

**Art. 9
Choice of the selected candidate**

Within one month of the approval of the proceedings, the Department Board proposes to the Board of Trustees -which decides within thirty days- the appointment of the candidate who is comparatively best among those declared eligible by the Examining Board.

If the comparatively best candidate refuses the job, the Department, within a month and respecting the constraints of the law regarding employ and the compatibility with the financial resources, may submit to the Board of Trustees the proposal to call the second comparatively best candidate among those identified by the Examining Board as worthy of the call.

**Art. 10
Appointment**

The appointment is made by a Rector's Decree.

The employment start date shall be established by the recruiting Department as per Art. 1 on the basis of research and teaching requirements, depending on funding available and any legal constraints.

The remuneration for the Associate professor shall be that specified by Pres. Decree 232 of 15 December 2011, as amended and supplemented.

The employment relationship established between the University and the professor is governed by the national and University provisions in force, including the rights and duties of the professor.

Should circumstances arise hindering recruitment - whether for legal, organisational or financial reasons, prior to the completion of the selection procedures, this Administration reserves the right not to hire or to defer recruitment.

**Art. 11
Personal information processing**

Personal information supplied by the candidates in the application form shall be collected by the offices of Università Ca' Foscari and processed for the purposes of the procedure and for the management of relations ensuing therefrom.

The provision of said information is compulsory and necessary for the correct implementation of the selection procedure.

The same information may be communicated only to Public Administrations directly involved in the economic and legal position of the candidate hired.

Candidates are entitled to exercise the rights provided in Art. 7 of Leg. Decree 196/2003, including the right of access to the data concerning them, the right to amend, update, complete or delete erroneous or incomplete data or data collected in a manner that is contrary to law, and to object to processing for legitimate reasons.

These rights may be asserted with regard to the Università Ca' Foscari- Venezia, data controller.

**Art. 12
Data Manager**

Data Manager: Mr Patrik Sambo, Director of Ufficio Personale Docente e CEL (tel. +39 041/2348217, +39 041/2348269 email: pdoc.concorsi@unive.it).

**Art. 13
Notice and final provisions**

The notice of this call is published in the Official Gazette of the Italian Republic - Series IV - as well as on the website of the European Commission <http://ec.europa.eu/euraxess/>. The call, in Italian and in English, is published on the website of the University Ca' Foscari <http://www.unive.it/bandi-ass>.

For any matters not expressly provided herein, the current provisions of law on the matter shall apply.

Venice, February 2nd 2018

The Rector
Signed Prof. Michele Bugliesi