Call for applications for the provision of part-time activities for students for the year 2023
Director’s Decree n. 751 – 02.11.2022

Art. 1

A competition is being held for the conferral of student collaborations in part-time activities, with the exclusion of those related to teaching activities, the conduct of exams and the assumption of administrative responsibilities, for the year 2023. The forms of collaboration to be activated are:

<table>
<thead>
<tr>
<th>PHYSICS AREA</th>
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<tbody>
<tr>
<td><strong>Ph.D in Astrophysics and Cosmology</strong></td>
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<tr>
<td>Web e System Management</td>
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<tr>
<td>Logistic and general assistance to PhD initiative</td>
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<tr>
<td><strong>Ph.D in Astroparticle Physics</strong></td>
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<tr>
<td>Web management and Logistic assistance to PhD initiative</td>
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<tr>
<td><strong>Ph.D in Physics and Chemistry of Biological Systems</strong></td>
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<tr>
<td>Web Management</td>
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<tr>
<td><strong>Ph.D in Statistical Physics</strong></td>
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<td>Web Management</td>
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<tr>
<td><strong>Ph.D in Theoretical Particle Physics</strong></td>
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<tr>
<td>Web management and General and Logistic assistance to PhD initiative</td>
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<tr>
<td><strong>Ph.D in Theory and Numerical Simulation of the Condensed Matter</strong></td>
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<tr>
<td>Web management</td>
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<td>Logistic and general assistance to PhD initiatives</td>
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<tr>
<td><strong>PhD in Theoretical and Scientific Dara Science</strong></td>
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<td>Development of teaching material</td>
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<td>Seminar organization, logistics assistance and web management.</td>
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<td><strong>Common Activities</strong></td>
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<tr>
<td>Institute for Fundamental Physics of the Universe web management ed guests assistance.</td>
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<td>Physics Area web management and courses database maintenance</td>
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### MATHEMATICS AREA
- Mathematics Area web maintenance
- Management of the PNRR iNEST projects web page (Ref. Prof. Luca Heltai)

### NEUROSCIENCE AREA
- Human Cognition Lab Support, instrument recognition and inventory included (Cognitive Neuroscience)
- Animal Cognition Lab Support, instrument recognition and inventory included (Cognitive Neuroscience)
- Support to Summer Schools, events, etc. (Cognitive Neuroscience)
- Cognitive Neuroscience web pages maintenance and development
- Neurobiology web resources support
- Functional and Structural Genomics IT support
- Functional and Structural Genomics labs support
- Neurobiology labs support
- Common facilities support (sterilization of glassware included)
- Common facilities support – solutions preparations for molecular biology preparazione soluzioni per biologia molecolare, preparation of plates and culture media
- Management support of cell culture rooms, verification of instrumentation (Neuro Area)
- Support for the supervision of centrifuges and small instrumentation for molecular and cellular biology including recognition and inventory of instrumentation (Neuro Area)

### LIBRARY
- The activities must be carried out in presence during the opening hours of the library (from Monday to Friday from 9 am to 5 pm) and throughout the year.
  - Loandesk

### ITCS
- Plotter-printer support and HW handling (activities to be carried out in presence at times to be agreed with ITCS)
- Support to the Students @SISSA web page
AMMINISTRAZIONE CENTRALE

Support to the Technical and Logistics Office for thesis binding and badge customization – Good knowledge of Italian and English required.

Support to the Communication Unit for the SISSA press review, insertion of the same on the site and updating of the database. Excellent knowledge of Italian and English is required.

Support to the Students’ Secretariat (with particular reference to the ESSE3 platform and updating and maintenance of the http://sissa.wiki.it site) – Good knowledge of Italian and English and HTML language required

Organizational and technical support to the Scientific Secretariats for meetings, workshops, summer schools, guests management and booking of the lecture rooms of the Areas – Good IT and English language skills required

"Commissione Spazi" – Room Management - Good knowledge of the Italian language required

Management and update of the contents of the MCS and MHPC courses - Good knowledge of the Italian and English languages required

Support to the HousingSissa service (Research Funding and International Relations Office), newcomers assistance – Good knowledge of the Italian language required both written and spoken

Art. 2

(Requirements for admission)

Collaborations can be assigned to students enrolled in the SISSA Ph.D courses and Master courses in Science Communication and High-Performance Computing only.

Art. 3

(Application)

Applications for a maximum of three for the Activities indicated in the announcement (in order of preference) should be addressed to the Director of SISSA and should be presented on the facsimile attached to this announcement.

Candidates may request to carry out less hours than those indicated for the assignment, but a minimum of 50 hours is however required.
Applications should be sent to protocollo@sissa.it by 17 November 2022.
They must also be accompanied by a short motivation letter motivation highlighting the specific competence related to the activities subject to the request and (if this should be the case) by a declaration of actual performance with a brief evaluation of previous similar past collaborations by the Responsible of the activity (annex 2).
Art. 4
(Formation of rankings)
The applications that meet all the requirements set out in this announcement will be forwarded to the competent Committees, appointed by the Director and including, among others, the Responsibles of the activities. The committees draw up a ranking of merit expressing the judgments of "insufficient", "sufficient", "fair", "good" and "excellent". An "insufficient" evaluation excludes the candidate from the ranking of suitable candidates. In the event of equal judgment, among those eligible to perform the requested service, for the purposes of the final ranking, students in conditions of objective financial disadvantage duly documented (ISEE) are privileged. All things being equal, the student who has never used previous collaborations is preferred over those who have already used them.

The rankings will be approved by Director’s Decree made public by posting it in the School Notice Board: any appeal against one’s position in the ranking may be addressed by the interested parties to the Director of SISSA within 7 days from the posting date. The commitment assumed by the student in terms of the number of hours of collaboration can only be interrupted in cases of illness or other exceptional reasons recognized by the Responsible of the activity. In this case, the number of hours of collaboration actually performed is paid even if less than 50. The assignment of collaborations can be revoked if the student demonstrates little commitment, reliability or inability to perform the tasks entrusted to him.

Art. 5
(Type of contract and insurance coverage)
The assignment in no way confers an employee status and cannot be evaluated for the purposes of public competitions. The students are covered by the School's accident insurance policy.

Art. 6
(Remuneration and modality of payment)
The remuneration for these assignments is fixed at € 10,30 an hour and is exempt from taxation. Payment will be made on conclusion of the assignment, or in three installments (50 hours minimum) paid in arrears if the assignment lasts for more than four months, upon a written declaration by the person responsible for the activity stating how the hours were utilized and an appraisal of the work carried out by the student.
THE DIRECTOR
(Prof. Andrea Romanino)
(digitally signed)