



SCUOLA INTERNAZIONALE SUPERIORE DI STUDI AVANZATI

TRANSLATION OF ANNOUNCEMENT FOR 1 LABORATORY TECHNICIAN
Decree no. 246 dated 27.04.2017

Art.1 Description

A public selection, based on exams, is hereby announced for the recruitment of no. 1 position in Category D, economic position D1, for the technical, technical-scientific area and data processing. The successful candidate will hold a full time, fixed-term contract within the Human Labs of the Neuroscience Area of SISSA Trieste(ref.DLU/det/17).

The post holder will be involved in designing, executing and analysing behavioural, EEG, MEG, TMS, eye tracking, MRI, EMG, and movement tracking experiments. Any experience in any of these techniques will be an asset. We will of course consider the width of this experience—the more techniques, the better; but also its depth—advanced knowledge in any one technique will be an important factor. We will also consider transferability of knowledge and experience from one technique to the others; and motivation to learn and to keep the pace with state-of-the-art methodology in Cognitive Neuroscience and Experimental Psychology.

Programming skills will also be vital for this position. Familiarity with and ability to mentor in the following environments will be considered:

MatLAB and Psychtoolbox

Python and PsychoPy

R

FieldTrip

E-prime

SPM

PyMVPA (multivariate pattern analysis for MEG/EEG, fMRI)

BrainStorm (MEG/EEG source imaging)

NUTMEG

Cartool

LabView, Arduino programming

C-based languages

As far as communication and management skills are concerned, the post holder must:

Be able to clearly and concisely communicate instructions

Be able to maintain accurate records and prepare reports

Be able to respond quickly to breakdowns in systems or processes

Have exceptional analytical, problem solving and decision-making skills

Be able to maintain a proactive approach to work activities

Pay very close attention to details and possess excellent time management skills.

Speak and write English at an excellent level.

Art. 2 Requirements

The requirements for the admission to the public selection are:

- a) University Degree (prior to DM 509/1999 e DM 270/2004); University Diploma (Law 19.11.1990 no.341; or *Laurea Triennale* (DM 509/1999 or DM 270/2004); or *Laurea specialistica* (conseguito ai sensi del DM 509/1999); or Laurea magistrale (conseguito ai sensi del DM 270/2004);

Foreign academic qualifications should be officially recognized equivalent to an Italian degree pursuant to the Laws currently in force.

- b) applicants should be 18 years of age or over;
- c) Italian citizenship (Italian citizens and Italians not belonging to the Republic - citizens of Italian nationality residing abroad- shall be treated in all respects in the same way), and/or nationality of a Member State of the European Union.

Pursuant to Art. 7 of the Law no. 97/2013, applications are also open to:

family members who are not nationals of a Member State, accompanying or joining the Union citizen in the host Member State, holding the right of residence or the right of



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- permanent residence, third-country Nationals who are either holders of EU residence permit for long-term residents, or refugee status, or subsidiary protection status;
- d) full enjoyment of Civil and Political Rights;
 - e) physical fitness requirements for recruitment. The Administration has the power to require the successful candidates to undergo a medical examination, in accordance with the current regulations;
 - f) meet any obligations under national laws on military service (for candidates who were born before 1985).
 - g) Not hold penal judgment of conviction and not have penal proceedings pending; contrariwise all convictions must be indicated together with the date of the verdict of the judicial authority (also in case of act of grace, remission of penalty or pardon).

Access to the public administration is not permitted either to those who have been deprived of their right to vote, or those who have been dismissed or removed from the public service for consistently inadequate performance, or those who have been removed from public sector jobs, pursuant to the D.P.R. 10.1.1957, n. 3, Art. 127, paragraph 1, letter d.

Applicants related up to fourth degree relations to the Director, the Secretary General, or members of the Board of Directors of SISSA, are excluded from the selection procedure.

Citizens of a Member State of the EU or their family members or third-countries Nationals should meet all the following requirements:

- a) Foreign academic qualifications should be officially recognized equivalent (pursuant to the Laws currently in force) to the Italian degree requested.
- b) enjoy full citizenship rights in the State of origin;
- c) meet all mandatory requirements for Italian citizen, with the exception of the Italian citizenship;
- d) knowledge of Italian appropriate to the position held.

Candidates must be in possession of the above-mentioned requirements at the deadline of this announcement.

The administration office reserves the right, at any time and with motivated provision, to exclude candidates who do not meet the established requirements.

ART. 3 Applications and deadlines

Application forms (standard form attached to this call for applications) and a European format CV should be addressed to the Secretary General of SISSA- Via Bonomea, 265 - 34136 - Trieste – together with the bank receipt (see last point of this article), by **May 29th, 2017**.

Filled out applications should be **either**:

- a) handed in to the Human Resources Office of SISSA, via Bonomea n. 265, Trieste-second floor, office rooms n. 203-204 (Monday to Friday: 9am to 1 pm).
- b) or sent by fax to number 0403787240 together with a copy of a valid id document (back and front).
- c) or sent by registered mail with acknowledgment of receipt within the deadline; in this case the postmark date of the post office will be necessary as confirmation;

Applications can also be submitted by Certified Email (PEC) to protocollo@pec.sissa.it

On pain of exclusion:

- the sender's email address must be a Certified Email address;
- submissions by Certified Email must have the following enclosed: filled out application form signed by the candidate, in PDF format; annexes (CV, bank receipt) signed by the candidate, in PDF format; front and back sides copy of valid ID, in PDF format.

In the application form, all candidates should indicate their surname, name, date and place of birth and tax code number.

Pursuant to current regulations and upon penalty of exclusion, candidates should declare under their sole responsibility:

- a) to have either Italian nationality or nationality of a Member State of the European Union, or to be family members of a EU citizen, holding the right of residence or the right of permanent



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- residence, or to be third-country Nationals who are either holders of EU residence permit for long-term residents, or refugee status, or subsidiary protection status;
- b) for Italian citizen: that they are either registered on the electoral list in the city of residence, or no longer registered (please enlist the reasons of removal from the register/ failure to register);
 - c) they have/have not been convicted or found guilty of a criminal offence, and there are/ aren't criminal proceedings pending against them;
 - d) Education degree requested for admission declaring when and where the degree was obtained, and in case of foreign degrees the declaration of the equivalence to an Italian degree or a declaration of the initiation of the legal proceeding for the request of equivalence.
 - e) they meet any obligations under national laws on military service (for candidates who were born before 1985);
 - f) physical fitness requirements for recruitment. The Administration has the power to require the successful candidates to undergo a medical examination, in accordance with the current regulations;
 - g) they have/have not worked in the public service and (if applicable) the reason for terminating the employment;
 - h) qualifications deemed useful for the purposes of the evaluation;
 - i) Citizens of a Member State of the EU or their family members or third-countries Nationals should also declare they enjoy full citizenship rights in the State of origin (if applicable: the reason for not enjoying full citizenship rights in the State of origin) and speak adequate Italian;
 - j) residence and contact address (including postcode) where any communications are to be sent, the phone number, cell phone, and e-mail address. Any change must be immediately communicated to this School.

Pursuant to (ex Law No. 104 of 1992) disabled candidates must make an explicit request in relation to their disability with respect to the aid necessary, as well as indicating the possible need for extra time for the interview, and provide the school with all certificates proving their disability.

The University Administration is not liable for misdirected communication due to incorrect residence or domicile information provided by candidates, or to absent or late notification of any changes thereof. The University Administration shall bear no responsibility for any postal or communications delays or third party delays due to fortuitous events or force majeure.

It is mandatory to pay a contribution of 10 euros.

The payment can be made in the following ways:

- a) by cash in any UniCredit Bank Agency on the account of SISSA Conto di Tesoreria 000000013001;
- b) by bank transfer on the account of SISSA Istituto Cassiere UniCredit Banca S.p.A. IBAN: IT 13 H 02008 02213 000002733637.

In the purpose of the payment field ("causale del versamento") candidates must write: "contributo per la partecipazione al concorso DLU/det/17". Payment receipt must be enclosed to the application form. Participation fee is non-refundable.

ART. 4 Evaluation Board

The Evaluation Board is appointed in accordance with art. 12 of the "Regolamento per l'accesso all'impiego a tempo indeterminato e a tempo determinato presso la SISSA" with the Director's decree no. 529 dd 30.10.2014.



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ART. 5 Examinations

The selection procedure consists on a written exam and an oral exam to verify the professional abilities (capacities, Knowledge, experience) of the candidate according to what has been described in art. 1 of this announcement.

Examinations will be held in Italian and English.

Candidates who have passed the written exam with a score of 21/30 points or more are admitted to the oral exam.

The oral exam will consist in an interview during which the attitude, motivation and relationship capacities requested for the position will also be evaluated.

The oral exam is successfully passed with a score of 21/30 points or more. The final score is given by the sum of the points scored in the written and oral exams.

Art. 6 Examination schedule

Exams are held in SISSA via Bonomea 265 – Trieste according to the following schedule:

Written exam: June 13th 2017 at 10 am

Oral exam: June 20th 2017 at 10 am

The room where the written exam will be held, will be published after the application deadline on SISSA's web site <http://www.sissa.it/tecnici-amministrativi-temporary>.

On SISSA's web site under Albo Ufficiale: <http://www.sissa.it/albo-ufficiale> and at: <http://www.sissa.it/tecnici-amministrativi-temporary> the list of successful candidates admitted to the oral exam will be published with the score obtained in the written exam.

To all intents and purposes, the mentioned publication is equivalent to notification; SISSA does not make personal communications. Therefore, the candidates admitted to the interview are expected to turn up, without prior notice, with a valid identification document, at the place, in the day and at the time specified in the notice. Candidates' failure to present themselves for the aforementioned convocation will be considered as an explicit and definitive manifestation of the desire to renounce the selection.

Art. 7 Identity documents

Candidates must have one on the following identity documents to be admitted to examinations:

- identity card or passport or post office card or firearms license or driver's license;
- recent photograph applied on a stamped paper, with the candidate's signature authenticated by the major or by a notary.
- personal id issued by a Public Administration

The above mentioned documents must be valid.

Art 8 Preference in case of ex-equo, titles of priority

Candidates who have passed the oral examination and who would like to present preferential titles to be considered in case of equal score, or titles of priority, if belonging to the categories included in Law 12/3/99, n. 68 or D.L.vo 66/10 declared in the application form, should present a self-declaration in substitution of attested affidavit, attesting to the conformity to the original (DPR 445/2000).

Preferential titles are:

- 1) The awarded the medal for bravery;
- 2) The maimed and disabled war veterans;
- 3) The maimed and disabled for war events;
- 4) The maimed and disabled for service in the public and private sectors;
- 5) War orphans;
- 6) The orphans of the fallen for war events;
- 7) The orphans of the fallen for service in the private and public sectors;
- 8) The wounded in combat;
- 9) The awarded the Military Cross or other special certificate of merit of war, and the head of household of large families;
- 10) The children of amputees and veterans war invalids;



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- 11) The children of amputees and invalids for war events;
- 12) The children of amputees and invalids for service in the private and public sectors;
- 13) Widowed parents who have not remarried, spouses who have not remarried, widowed or unmarried siblings of the fallen in war;
- 14) Widowed parents who have not remarried, spouses who have not remarried, widowed or unmarried siblings of the fallen for war events;
- 15) Widowed parents who have not remarried, spouses who have not remarried, widowed or unmarried siblings of the fallen for service in the public and private sectors;
- 16) Those who have served in the Army as combatants;
- 17) Those who have rendered commendable service in any capacity, for not less than one year, in the administration that has issued this notice of competition;
- 18) Married and unmarried with regard to the number of dependent children;
- 19) The handicapped and maimed civilians;
- 20) The military volunteers of the Army, dismissed without demerita at the end of their military conscription.

In case of merits and titles parity, preference is given considering:

- 1) The best score on the written exam;
- 2) The highest mark on the University Degree;
- 3) The younger candidate.

Candidates should submit the above mentioned certificates to the Secretary General of SISSA Via Bonomea, 265 - Trieste within 15 days that become effective the day after the oral examination. The documents can be sent as registered letter with acknowledgement of receipt, and the postmark will bear witness to mail acceptance date within the deadline.

Medical certificates cannot be self-declared.

The issuing of false declarations, the submission of false documents and the use of them shall be punished under the Penal Code and special laws.

Art. 9 Approval and duration and publication of the merit ranking

1. The merit ranking is approved by means of the Director General's decree and is the result of the marks obtained during the exams and the assessment of titles and qualifications listed in art. 8 of this notice. The candidate with the highest score is declared the winner, prior confirmation of the requirements for the admission to employment.

The ranking list together with the declaration of the winner will be published on the official web site of SISSA. The ranking remains effective for 36 months, and can be used for other full time or part time contracts for the position described in art. 1 of this announcement, in accordance with the annual budget provisions of the School.

Art.10 – Constitution of employment

1. The winner of the selection will be invited to stipulate with SISSA an individual full time fixed term contract of 12 months, eventually renewable in category D –economic position D1 – in the technical, technical-scientific and data processing area, in conformity with the Collective National Labor Agreement -University Section-.

Art.11 Documents and possession of requirements

At the employment take up, within 30 days or following a formal request, the candidate is required to prove the possession of the requirements established in Art. 2 of the present notice. If the declaration does not correspond to the truth, the employment relationship shall automatically be terminated.

Art 12 Personal Data Handling

Pursuant to Legislative Decree 196/2003 concerning the protection of personal data, SISSA is committed to respecting the confidentiality of the information provided by the applicant: personal



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data collected for the present proceeding will be processed for the sole purposes connected with and instrumental to the selection procedure and the eventual management of the job contact, in conformity with the current provisions.

Art 13 Head of Procedures

Pursuant to Law no. 241/1990, the head of the procedures of this announcement is Dott.ssa Alessandra Lucatello, category EP, of SISSA - tel: 0403787219 – fax 0403787249 – e-mail: lucatello@sissa.it.

Art 14 Referring Provisions

For anything that is not expressly covered in the present announcement reference shall be made, where applicable, to the norms cited in the Consolidated Act of 01.10.1957 no. 3, in the Presidential Decree 03.05.1957 no. 686 and further modifications, and in the Presidential Decree 28.12.1970 no. 1077 and Presidential Decree 20.05.1983 and L. 29.01.1986, no. 23 in the Presidential Decree 09.05.1994, no. 487 and further modifications and to all the dispositions related to technical- administrative employment of the Collective National Labor Agreement - University Section.

Trieste, 03.05.2017

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