**ALLEGATO \_1\_**

**Istituti Fisioterapici Ospitalieri**

**Istituto Tumori Regina Elena e Istituto Dermatologico San Gallicano**

Via Elio Chianesi, 53, 00144 Roma RM

In execution of the Director General Deliberation n. 242 of 03/03/2023, an open competition has been announced, based on qualifications and tests, for fixed-term employment, with a duration of 30 months, which can be extended within the duration limits of the project itself and, in any case, no later than 30 November 2026, to meet the PNRR project needs code PE00000019, funded by the European Union,– NextGenerationEU, entitled “ *HEAL ITALIA - Health Extended Alliance for Innovative Therapies , Advanced Lab- research , and Integrated Approaches of Precision”*For:

**NO. 3 RESOURCES RELEVANT TO HEALTHCARE RESEARCHER PROFILES, DS LEVEL, FOR GRADUATES IN BIOINFORMATICS COMPUTER ENGINEERING, BIOMEDICINE, DATA SCIENCE, COMPUTATIONAL BIOLOGY, STATISTICS TO BE ASSIGNED TO THE DEPARTMENT OF RESEARCH AND ADVANCED TECHNOLOGIES OF THE REGINA ELENA INSTITUTE (IRE)**

**PREMISE**

This Notice is regulated by the D.P.R n. 487 of 1994, by the D.Lgs no. 165/2001 and subsequent amendments, by the decree of the President of the Republic of 27 March 2001, n. 220, by the DL of 09 June 2021 n° 80 converted into L.06 August 2021 n. 113 containing provisions related to recruiting personnel for the PNRR and for ordinary justice aimed at accelerating the selection procedures by the public administration bodies/offices that own projects carried out in the PNRR, by D.L. of 30 April n. 36 converted into L. 29 June 2022 n. 79 containing “Further urgent measures for implementing the PNRRs and the Company Regulations on selective procedures adopted within resolution no. 411 of 05/26/2022, integrated and modified with deliberation no. 987 of 29/12/2022, Part A - Appointing fixed-term assignments as well as the C.C.N.L. of 11 July 2019 relating to personnel in the Healthcare sector - Personnel section of the role of health research and health research support activities - three-year period 2016-2018.

Equality and equal opportunities between men and women relating to matters of employment and treatment at work are guaranteed(art. 7 of Legislative Decree 165/2001).

Participation to the notice implies unconditional acceptance of all the terms and conditions contained in this notice by the candidates.

**RESERVE BY LAW**

The actual number of vacancies to be reserved foreseen by the law in favor of particular categories of citizens, which in total cannot exceed 30 percent of the positions available.

Furthermore, the reservation pursuant to Law no. 68 of 12 March 1999 or by other provisions of the law in force of which places in favor of particular categories of citizens are applied.

Pursuant to art. 1014, paragraph 3 and 4, and of the art. 678, paragraph 9, of D.Lgs. 66/2010 and subsequent amendments, the reserve in favor of the volunteers of the Armed Forces is applied (30% of positions available), without prejudice to the rights of persons entitled to be recruited according to L. no. 68 of 12 March 1999, and taking into account the abovementioned limit. This declaration of effective reserve fully satisfies the reserve obligation for the Institution, even if there are no suitable volunteer candidates to whom the reserved places can be allocated. However, any further reservations are excepted.

**1 - ADMISSION REQUIREMENTS TO THE SELECTION**

For admission to the selection process, all candidates must meet the following requirements:

**GENERAL REQUIREMENTS**

a) Italian citizenship; citizens of European Union Member States and their family members who are not nationals of a Member State who hold the right of residence or the right of permanent residence and third-country nationals who hold an EC long-term residence permit or who are holders of refugee status or subsidiary protection status are also eligible;

b) Physical fitness for the job for the specific task to be performed. A fitness for duty assessment is carried out by the Institute prior to placement;

c) Must be 18 years and/or over. Pursuant to Article 3, paragraph 6, of Law no. 127/97, admission to the selection process is not subject to age limits (except for the limit set for compulsory retirement)

d) Right to all civil and political rights;

e) Must have no prior criminal offences nor criminal proceedings in progress for offences which prevent, pursuant to the provisions in force, the establishment of an employment relationship with Public Administration bodies/offices

f) Must not have been fired, discharged or dismissed from Public Administration bodies/offices;

g) Fulfilled military service obligations (only for male candidates born before 1986)

(h) Must not have been excluded from active and passive electoral votes.

Citizens of the Member States of the European Union must possess, pursuant to Article 3 of Prime Ministerial Decree no. 174 of 7 February 1994, and, therefore, declare the following requirements in the application for admission:

a) Enjoy civil and political rights also in the countries of origin or provenance

b) Be in possession, with the exception of the possession of Italian citizenship, of all the other requirements provided for citizens of the Republic

c) Adequate knowledge of the Italian language

**EXCLUSION**

Reasons for official exclusion include those who have been banned from the active political electorate as well as those who have been dismissed or exempt from employment in a Public Administration, or have been fired for having obtained the same employment through the production of false documents or documents vitiated by non-remediable invalidity;

**SPECIFIC ADMISSION QUALIFICATION REQUIREMENTS**

**BSc in Bioinformatics (LM-6)**

**Master of Science in Computer Engineering (LM-32)**

**Master of Science in Biomedical Engineering (LM-21)**

**Master of Science in Data Science (LM-91)**

**Master of Science in Computational Biology (LM-8)**

**Master's degree in Statistics (LM-82)**

**or equivalent qualification in accordance with the law**

(It is the candidate's personal responsibility, under penalty of exclusion, to demonstrate equivalence by indicating the provision for recognition of the qualification or certification issued by the university)

**Preferred admission requirements for evaluating qualifications include:**

- Experience in the field of genomic analysis and mathematical modeling using Data Science techniques (e.g. Graphs).

- Experience in Database management and analysis both in the field of Clinical Trials and Real World Data.

- Experience in clinical data analysis using Machine Learning techniques and bioinformatics application development.

**All candidates must be in possession of all the prescribed requirements (general and specific) by expiry date of this Notice for the submission of the online application for admission.**

Applicants who have obtained their degrees abroad must be in possession of the necessary declaration of equivalence of his/her qualification with the Italian one (recognition decree) thus being in possession of the equivalence measure of the foreign qualification to the Italian one required by the announcement pursuant to art. 38 of the Legislative Decree 165/2001 and subsequent amendments under penalty of exclusion from the selection.

If the candidate is not yet in possession of the provision for recognition for their degree by the expiry date of this notice, but has begun the procedure for the recognition of equivalence/equivalence, the candidate must declare this on their online application, attaching the relevant certificate proving that he/she has submitted the relative request, under penalty of exclusion from the selection. In this case, the candidate will be conditionally admitted to the selection, pending the acquisition of equivalence/ equipollence provisions.

**2 –** **PUBLICTION OF SELECTION NOTICE**

The Notice of Selection is published in the Official Bulletin of the Lazio Region as well as on the Institute's website www.ifo.it, in the section "Bandi di Concorso" - "Bandi di concorso tempi determinati Ricerca"

**3 – SUBMISSION OF THE APPLICATION**

To participate in the public notice, it is mandatory to register online on the website https://ifo.scrizioniconcorsi.it. the use of different registration methods will result in the exclusion of the candidate from the competition.

The online procedure for submitting applications will be active from the day of publication of this announcement in the Official Bulletin of the Lazio Region, and will be automatically deactivated at 11.59 pm on the fifteenth day of publication.

Therefore, after this deadline, it will no longer be possible to complete the online application form and the production of other qualifications or documents accompanying the application will not be permitted. Furthermore, it will no longer be possible to make corrections or additions.

The procedure for submitting the application can be carried out 24 hours a day (except for temporary interruptions due to site maintenance), from a computer connected to the Internet and equipped with an updated navigation browser among the most popular ones (Chrome , Edge , Firefox , Safari ), that supports and has JavaScript and Cookies enabled.

Compatibility with mobile devices ( smartphones , tablets ) is not guaranteed**.**.

It is therefore advised to register, log in and proceed to fill in the application form and confirm your registration **well in advance.**

The candidate must submit the application for participation in the selection exclusively via Internet, using the online procedure available at https://ifo.iscrizioneconcorsi.it/.

Applications submitted other that online will therefore not be taken into consideration.

The access methods are as follows:

**REGISTRATION ON THE INSTITUTE’S WEBSITE**

Log on to the website: https://ifo.iscrizioneconcorsi.it/

If you have a SPID (Sistema Pubblico di Identità Digitale) digital identity, you can use your SPID credentials directly without registering. Click on the 'Log in with SPID' button and log on with your SPID credentials.

If you do not have a SPID digital identity, click on 'registration page' and enter the required data.

Make sure that you enter your e-mail address correctly (not PEC, not generic nor shared addresses, but personal e-mail) because after this operation the programme will send an e-mail to the candidate with the provisional credentials (Username and Password) to access the system for registering the on-line competition registration system (note that this is not immediate so register in time).

Once you have received the email, connect to the link indicated in the email to modify the temporary password with a secret and definitive password of your choice which must be kept for subsequent accesses, then wait a few seconds to be automatically redirected.

Click on "registration page” and enter the required.

**a) ONLINE APPLICATION FOR THE OPEN CALL**

* Click on the "Selection" menu item to access the screen of available calls;
* Click on the **"Apply"** icon of the call in which you wish to participate;
* This will take you **access** the application entry screen, where you must declare that you meet all the general and specific admission requirements;
* Start with the **"Personal Details"** form, which must be filled in completely;
* To begin, click on the **"Fill in"** button and at the end of your entry click on the **"Save"** button below;
* **When you finish filling in your personal data, you may continue filling in the rest of the format**;
* The list of pages to compile is visible in the left panel; already completed pages have a green check mark while those not yet completed are preceded by the question mark symbol (the same can be completed in several moments, you can access what has been uploaded and add/correct/delete data until complete the compilation by clicking on **'Confirm and send'**);
* Ongoing employment relationships/professional activities can be self-certified only on the date on which the application is completed (therefore in the field corresponding to the end date the candidate must enter the date on which the application was completed, even if the employment relationship is still in ongoing).
* Articles and publications (to be inserted on the 'Articles and publications' page). Any national and international publications, published in print, must be listed in the "Articles and Publications" section of the online format specifying, for each of them, presence/absence of Impact Factor indicating, where present, the relevant value with reference to the year of publication (e.g. Impact Factor 2020 for works published in the year 2021).

In order to avoid homonyms, please indicate an identification code from among the following if you have one: Orcid/ResearcherID/ ScopusID"

In the aforementioned cases: **scan the documents and upload them** following the instructions and clicking the "Add attachment" button, paying attention to the maximum size required in the format.

PDF files relating to publications can be compressed if necessary, using the most commonly used methods (win.zip or win.rar).

**We recommend reading the last chapters of the INSTRUCTIONS MANUAL (available in the left-hand sections of the site's web pages) for any indications on how to merge several files into a single one of several pages, converting them into pdf format and reducing their size**.

It is specified that in the "Personal details" form in the part relating to "contact information" section it is compulsory to enter an active **personal certified e-mail address (PEC**), otherwise the completion of the online registration application will not be able to proceed.

It is emphasized that all the above information (specific admission requirements, career qualifications and professional and training experience) must be indicated accurately and exhaustively, as this is the data on which possession of the requirements for participation in the call, any preferential or reserved posts, and the evaluation of qualifications will be based. This is a declaration made under your own personal responsibility and in accordance with Presidential Decree no. 445 of 28.12.2000.

**THE DOCUMENTS THAT MUST NECESSARILY BE ATTACHED, UNDER PENALTY OF EXCLUSION, ARE:**

1. APPLICATIONS submitted through this portal must be DULY SIGNED. The attached application must not bear the written facsimile and must be complete with all the pages of which it is composed (not just the last page with the signature) and the final declarations ticked off before sending (see instruction manual);
2. DOUBLE-SIDED RECOGNITION DOCUMENT, reported in the application form and currently valid;
3. DOCUMENTS PROVING THE GENERAL REQUIREMENTS REFERRED TO IN LETTER A), which allow non-Italian and non-EU citizens to participate in this competition (EC residence permit for long-term residents or the ownership of refugee status, or subsidiary protection status)
4. THE MINISTERIAL DECREE RECOGNISING THE QUALIFICATION VALID FOR ADMISSION IF OBTAINED ABROAD;
5. RECEIPT OF PAYMENT FOR THE CONTRIBUTION TO THE CALL EXPENSES OF €10.00 non-refundable, to be made as follows: bank transfer: IBAN code IT 58J0200805316000400000886 c/o UNICREDIT S.p.A. in favour of I.F.O., with the following reason for payment: "NAME.SURNAME AND NOTICE no. 54.590".

**THE DOCUMENTS WHICH MUST BE ATTACHED, OTHERWISE THE BENEFITS WILL NOT BE EVALUATED/FORFEITED ARE:**

a) medical certificate attesting the state of disability proving the need for auxiliary aids and/or additional time, pursuant to art. 20 of Law no. 104 of 5.02.1992;

b) medical certificate proving > 80% disability for the purposes of exemption from pre-selection.

c) the ministerial decree of qualifications equivalence of services performed abroad (to be inserted in the "Service with ASL/PA as an employee" page);

d) the ministerial decree recognising qualifications obtained abroad (to be inserted in the 'Academic qualifications and studies' page)

**PLEASE NOTE**: only documents explicitly requested in the format must be attached. Therefore, any documents attached other than those specifically requested will not be taken into consideration.

Once all sections have been completed, click on **"Confirm and send".** After the final declarations have been made and confirmed, it will be possible to print out the final application (without the facsimile text and with the final declarations just ticked) using the "**PRINT APPLICATION**" function”.

**PLEASE NOTE**: following confirmation, the application will be blocked and any further modifications and additional information will be prevented, so please pay attention.

The applicant must **download** the application, **sign it, scan** **it** and subsequently **upload it** by clicking the "**Attach signed application"** button”.

Only at the end of this last operation will the **"Send Application"** button appear, which must be clicked on in order to **definitively** send the application.

**You will receive an email confirming your registration with a copy of your application attached.**

**Failure to submit the signed application form electronically, as described above, will result in the automatic exclusion of the candidate from the selection process.**

**b) CORRECTION/SUPPLEMENTATION OF THE SUBMITTED APPLICATION**

After submitting the application online, **it is possible to cancel the submitted application in order to reopen it** to generate additional titles or documents to supplement it**.**

**PLEASE NOTE:** Please note that re-opening the application to produce additional qualifications and documents **entails the cancellation of the application previously prepared online, resulting in the loss of validity of the receipt of completion**.

After cancellation, the candidate must re-enter the previously confirmed application and make any desired changes/corrections. At the end, **the candidate must OBVIOUSLY resubmit** the online application using the methods described above (see downloadable instruction’s manual).

**c) TECHNICAL ASSISTANCE**

All requests for assistance can be made through the appropriate function available under the menu item "REQUEST ASSISTANCE", which is always present in the section on the left of the web page. Requests for assistance will be dealt with during working hours and compatibly with other service commitments. A reply is guaranteed within 5 working days from the request and cannot be fulfilled within 3 days prior to the call deadline. It is recommended that you carefully read the INSTRUCTION MANUAL for the use of the procedure, referred to above, and available in the left-hand panel of the various pages of which the website is composed and on the home page.

The candidate must make any changes of personal address that occur during the selection procedure until the end by informing this change in address to one of the following address: [sar@ifo.it](mailto:sar@ifo.it)

All sworn declarations made by the candidate on the format on-line is under his/her own personal responsibility and in accordance with Presidential Decree no. 445 of 28.12.2000, in the event of misleading declarations, the same shall incur the penal sanctions set out in Article 76 of President of the Republic Decree no. 445/2000, in addition to the forfeiture of any benefits obtained on the basis of the false declarations.

**Pursuant to Article 71 of President of the Republic Decree No. 445/2000, the Administration may carry out appropriate checks, including sample checks, on the truthfulness of the declarations made.**

Should the check carried out by the Administration reveal that the content of the declarations is not true, the declarer (without prejudice to the criminal liability provided for by art. 76 of Presidential Decree no. 445/2000) forfeits any benefits deriving from the measure issued on the basis of the false declaration.

Self-declarations made incorrectly or incompletely will not be assessed by the examining commission. Any documentation/corrections sent in ways other than those provided for in the following announcement (even if sent by registered mail or PEC) will not be taken into consideration.

**4 – TREATMENT OF PERSONAL DATA**

Personal data will be processed in accordance with art. 13 of *EU Regulation 2016/679 (GDPR)* as well as with current legislation, the personal data provided by candidates will be collected at the IFO for the purposes of selection and management of the call (including, if applicable, ranking management), for the possible establishment of an employment relationship with these Institutes and for purposes related to the management of the relationship itself.

The legal basis for the processing is constituted by provisions of the law or, in the cases provided for by law, of regulations, governing access to employment in public administrations and the procedures for holding competitions and other forms of recruitment in public employment. P ersonal data are processed in accordance with art. 13 of *EU Regulation 2016/679 (GDPR)* as well as with legislation currently in force, the personal data provided by candidates will be collected at IFO for the purposes of selection and management of this notice (including, if applicable, ranking management), for the subsequent possible establishment of the employment relationship with these Institutes and for other purposes compatible with management the relationship itself.

The legal basis of the processing is made up by provisions of the law or, in the cases provided by the law, of regulations, governing access to employment in public administration and the methods of carrying out calls and other forms of recruitment in public employment. The processing of personal data is carried out by the authorized persons in charge of managing the administrative procedures, including the examination commission, by means of processing manual or electronic or in any case automated, computerized or telematic tools, with logic strictly related to the abovementioned purposes and in any case in such a way as to guarantee the security and confidentiality of data, even in the storage phase. However, for processing the purposes described above, the data will not be subjected to any automated decision-making processes including profiling. In fulfillment of obligations established by the law or, in the cases provided by law, by regulation, it is permitted: to communicate the data to other public administration entities/offices, also to verify its truthfulness; the exercise by third parties of the right of documentary and civic access, subject to compliance with the relevant legal requirements; publish the data with adequate and specific measures to protect the fundamental rights and interests of the candidates, in the "Competition notices and public announcements" section of the institutional website www.ifo.it (Article 32 of L. No. 69/2009 and subsequent amendments, article 19 of the Dlgs No. 33/2013 and subsequent amendments and corrections); process the data in a form that allows to identify the interested parties for a period of time not exceeding the achievement of the purposes for which they are processed, without prejudice of conservation for other different purposes provided for by expressing provision of the law or, in the cases provided by law regulation, such as filing in the public interest.

The data can also be processed by external subjects, specifically appointed as Data Processors pursuant to art. 28 GDPR n.679/2016, which the Institution uses for services concerning the execution of the competition. The provision of data is optional but absolutely necessary for the abovementioned purposes. It is mandatory to acquire the data by IFO, in the manner determined by the rules set out in the announcement, and, therefore, failure by the candidate to provide such data precludes the forwarding of the application and the participation of the same in the competition procedure. The interested party can exercise the rights referred to in Articles 15-22 of the aforementioned EU Regulation 2016/679 towards the Data Controller, including the right of access to data concerning him/her, as well as some complementary rights including the right to rectification, updating, limitation, as well as the right to oppose the processing for legitimate reasons. Identity and contact details of: Istituti Fisioterapici Ospedalieri - IFO (IRE-ISG) data controller with registered office in via Elio Chianesi 53, 00144, Rome, in the person of its Legal Representative. e-mail dirgen@ifo.it PEC e-mail: aagg@ifo.cert.it · DPO – Head of personal data protection Scudo Privacy srl, in the person of Dr. Carlo Villanacci e-mail: dpo@scudoprivacysrl. com, PEC: scudoprivacy@legalmail.it

For this purpose, please refer to the information available on the Institute's website https://www.ifo.it/privacy/

**5 - ACCESSING DOCUMENTS**

Pursuant to Law 241/1990 and subsequent amendments, the documents deriving from this selection procedure are accessible to all candidates.

The right of access can be exercised by candidates only after the approval of the ranking by provision of the Director General.

**6 - ADMISSION TO AND EXCLUSION FROM SELECTION**

Admission and exclusion of candidates is arranged by reasoned provision of the Director General.

The same provision will also proceed with the eventual exclusion of candidates who do not meet the abovementioned requirements. The list of candidates admitted/not admitted to participate in the exams required by current legislation will be published on the Company website www.ifo.it in the section "Competition notices" - "Competition notices for specific research times" and will be valid for all effects as notification to all candidates, admitted and not admitted. The Institution will not send candidates any notice of admission/exclusion.

**7 - SELECTION BOARD AND EVALUATION OF QUALIFICATIONS AND INTERVIEW**

Admitted candidates shall be assessed, pursuant to art. 5 "Evaluation commission - Section" of the Company Regulations on selective procedures adopted with deliberation no. 411 of 26 May 2022, modified and integrated with deliberation 987 of 29 December 2022, by a special Commission which will be assigned:

**President** : Scientific Director/Director of U.O.C/Director in charge of UOSD in reference role or his/her delegate, or failing that, a manager of the reference role or in possession of the specific skills identified among the employees of the Institute or, failing that, a Companies and Public Bodies of the NHS

**Components** : Two employees of the professional profile of interest in the same or higher category, identified among the employees of the Institute, or, failing that, of companies and public bodies of the NHS.

**Secretary:** An employee of the administrative role not lower than level C.

The selection will be carried out through the assessing qualifications and a possible interview pursuant to Determination G19061 of 12/30/2022 concerning the implementation of art. 30 of regional law No. 14 of 11 August 2021, Healthcare sector area

The selection will be carried out through the evaluating qualifications and possible interview.

The selection board has a total of **50 points**, distributed as follows:

**- 30 points for qualifications**

**- 20 points for the interview**

Points for the evaluation of qualifications are divided as follows

**- Career titles Max 15 points**

**- Academic qualifications and studies Max 5 points**

**- Scientific publications and titles Max 2 points**

**- Educational and professional curriculum Max 8 points**

In order to pass the interview, the candidate must obtain a score no less than **14/20.**

Any candidate failing to achieve this minimum mark will be deemed ineligible and will therefore not be placed on the ranking list. In the event of a tie, the general rules on precedence apply:

- number of dependent children regardless of whether the candidate is married or not;

- having performed meritorious service in the Public Administration;

- minimum age of the candidate.

**8 – SCHEDULE OF CALL INTERVIEW**

In compliance with the legislative deadlines, the timetable for the interview test, together with the list of admitted candidates, will be published on the Institute's website www.ifo.it under "Notices of Competition" - "Notices of competitions for fixed-term Research".

With reference to the persistence of the COVID-19 emergency, in regards to the procedures for carrying out the tests, the Institute will apply the provisions currently in force, adopting all the appropriate measures to guarantee the protection and health safety of all.

In addition, the rules that candidates must adhere to in order to gain access to the Institute and during the performance of all the tests will be published on the Institute's website. This publication will have the value of notification for all purposes.

During the interview, knowledge of the use of the most common computer equipment and applications and a good knowledge of English will be ascertained.

Candidates who fail to attend the interview will be declared disqualified from the selection, regardless of the cause of the absence, even if it is beyond their control.

Candidates who obtain a **score of no less than 14/20 shall pass the interview**.

The results of the test will be published on the Institute's website www.ifo.it, section "Notices of Competition" - "Notices of fixed-term competitions Research.

This publication shall constitute notification for all purposes.

**9 – APPROVAL OF THE RANKING AND NOMINATION OF THE WINNER**

The final ranking, relating only to candidates who have achieved a pass score in the interview, is formed by the overall points scored of the interview and the evaluation of qualifications. At the conclusion of the selection procedure, having recognized the regularity of the documents, the final merit ranking will be adopted with a specific deed by the Director General, which must include the names of the suitable candidates, the scores obtained in the evaluation of qualifications and in the oral exam will be adopted. The ranking will be published in the Lazio B.U.R as well as on the website www.ifo.it in the competition announcements and public notices section.

The ranking is published on the Institute's website www. ifo.it and published in the Official Bulletin of the Lazio Region.

**The ranking list is valid for 24 months from the date of approval (pursuant to Article 35, paragraph 5-ter of Legislative Decree no. 165/2001, as amended).**

Throughout its period of validity, the ranking list may be used for further fixed-term recruitments for the same profile for which the competition was announced.

The ranking list shall be considered exhausted once it has been completely filled. Candidates who have withdrawn their applications will not be recalled.

**10 – CONTRACTUAL TERMS OF EMPLOYMENT**

The Institute shall proceed with recruiting the winning candidates by resolution of the Director General, in which, among other things, the Structures to which the resources are allocated will be established. Recruitment is formalised with the signing of the individual employment contract.

The remuneration is that provided for by the C.C.N.L. (National Collective Labour Agreement) for Personnel in the Health Care Sector - Section of personnel in the role of health research and health research support activities - three-year period 2016 - 2018, signed on 19/11/2019 and by Legislative Decree no. 165/2001 "General rules on the organisation of employment in public administrations".

The winners are invited by the Institute to submit the requested documents within thirty days from the date of the communication, under penalty of forfeiture of the rights acquired.

Any person who, without a justified reason, fails to take up employment within the aforementioned thirty-day period shall forfeit their appointment and be excluded from the ranking list.

Any person who has obtained the appointment by submitting false documents or documents with non-recoverable invalidity shall also be forfeited from the post. The disqualification measure is adopted by resolution of the Director General.

The annulment or revocation of the selection procedure, which is a prerequisite for recruitment, is a condition for the termination of the individual employment contract.

**11- FINAL PROVISIONS**

For anything not expressly foreseen by this Notice, the provisions of the legislation cited in the premises of this notice as well as the laws in force on the matter, are valid as applicable.

The Institute reserves the right to amend, suspend or revoke, in whole or in part, this call for applications or to reopen and/or extend the deadline for submitting applications, at its sole discretion and at any time, without the candidates being able to raise any exceptions, rights or claims. Participation in this call for applications implies the unreserved acceptance by candidates of the conditions and clauses laid down for its implementation.

IL DIRETTORE GENERALE

Dott.ssa Marina Cerimele