Prot. n. 0003352 del 23/09/2026 - [UOR: D090000 - Classif. VII/1]

CENTRAL ADMINISTRATION
HUMAN RESOURCES AREA
TEACHING STAFF OFFICE

UNIVERSITÀ DI PADOVA

DISCLAIMER: The English version is a translation of the original in Italian for information purposes only. In case of a discrepancy, the Italian original will prevail.

SUBJECT: **Public selections for recruiting 8 Associate Professors pursuant to Art. 18, paragraph 4, Law of December 30, 2010, n. 240 – 2026PA185.4**

Art.1 - Authorization and announcement of public selection procedures

The selection procedures for the appointment of 8 Associate Professors at the University of Padua are authorized and announced, pursuant to Art. 18, paragraph 4, Law of December 30, 2010, n. 240, as indicated in the annexes that form an integral part of this call.

Art. 2 – Admission requirements

The following categories are eligible to take part in the selection:

a) Scholars who possess the qualification referred to in Art. 16 of Law 240/2010 for the Scientific-Disciplinary Group/Competition Sector of the advertised position (as indicated in the annex) and for the functions subject to the procedure, or for higher functions provided they are not already holders of the same higher functions;

b) Scholars who have obtained eligibility pursuant to Law 210/1998 for the level corresponding to that for which the call is issued, limited to the duration of the same as provided for in Article 29, paragraph 8 of Law 240/2010;

c) Associate Professors already in service;

d) Scholars permanently engaged abroad in research or teaching activities at university level, in positions of a level equal to those subject to the call, based on correspondence tables defined by the Minister pursuant to Art. 18, paragraph 1, letter b), of Law 240/2010.

Those who, in the last three years, have served as full professors, associate professors, permanent researchers, fixed-term researchers, or have been holders of research grants, or have been enrolled in university courses at the University of Padua cannot participate in these procedures.

Applicants must be in possession of the aforementioned requirements by the deadline of the call unless penalty of exclusion.

Candidates are provisionally admitted to the selection process. Until the moment of the appointment resolution, the Rector may, with a justified provision, order exclusion from the same for lack of any of the admission requirements.

The following categories can't participate in the selection procedure:

1) Those who have a degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the Department proposing the call or with the Rector, the General Director, or a member of the University's Board of Directors.

2) Those who are excluded from the enjoyment of civil and political rights;

3) Those who have been dismissed or dispensed, or declared forfeited from public employment in a Public Administration.

This Administration guarantees equality and equal opportunities between men and women for access to work and treatment at work.

The list of candidates admitted to the selection will be included in the minutes n. 2 of the Committee and made public through publication on the University Official Notice Board, as well as on the website of the Department concerned and included on the University website, with notification value for all purposes.

Art. 3 - Application

The application for the selection, as well as qualifications held, documents and publications deemed useful for the selection procedure, must be submitted, under penalty of exclusion, electronically, using the dedicated application, on the Pica platform page: https://pica.cineca.it/unipd/

In this regard, candidates are invited to consult the **Notes on Submitting the Application for Participation** and the **PICA Guidelines**, available at the page: https://www.unipd.it/procedure-personale-docente

The procedure for completing and electronically submitting the application must be completed no later than 1:00 PM (Italian time) on the thirtieth day, starting from the day following the publication in the Official Gazette. If the deadline falls on a holiday, the deadline is extended to the first working day.

Under penalty of exclusion, the application must be signed by the candidate and accompanied by a copy of a valid identification document.

The candidate can access the procedure for completing the application for participation also through identification via the SPID system (Public Digital Identity System) - level 2 or CIE (Electronic Identity Card). In this case, it will not be necessary to sign the application.

The service may be subject to temporary suspensions for technical reasons.

In case of proven technical impossibility, the Administration reserves the right to accept the application for admission also in paper format, provided that it is received by the deadline of the call.

Candidates coming from non-EU countries with a valid residence permit can use substitute declarations according to the procedures provided for EU citizens, if it is a matter of proving statuses, facts and personal qualities that can be certified or attested by Italian public entities or if the production of substitute declarations takes place in application of international conventions between Italy and the country of origin of the declarant.

Candidates coming from non-EU countries without a valid residence permit can use the electronic procedure to upload qualifications in pdf format and certificates, issued by the competent authorities of the State of which they are citizens, accompanied by an Italian translation authenticated by the Italian consular authority that certifies its conformity to the original.

The Administration reserves the right, at every stage of the selection procedure, to carry out appropriate checks, including sample checks, on the truthfulness of the content of the substitute declarations.

It is not allowed to refer to documents submitted to this or other administrations, or to documents attached to the application for participation in another selection procedure.

Any information or clarification regarding the methods of submitting applications can be requested from the Teaching Staff Office (phone number 049-8273288 - 049-8271929), e-mail reclutamento.docenti@unipd.it.

To report exclusively technical problems, contact support via the link at the bottom of the page: https://pica.cineca.it/unipd

Art. 4 - Content of applications

The application must indicate:

1) surname and name;
2) tax identification number (codice fiscale);
3) place and date of birth;
4) place of residence;
5) citizenship held;
6) the selection in which they intend to participate, specifying the Department, level, Academic Discipline Group/competition sector and Academic Discipline, as well as any indication of "first call", "second call", if provided for in the relevant annex to the call;
7) declaration of possessing the admission requirements provided for in Article 2 of this call;
8) *if an Italian citizen:* declaration of registration in the electoral lists with the indication of the municipality or the reasons for any non-registration or cancellation from the same; *if not an Italian citizen*: declaration of enjoying civil and political rights in the country of citizenship or origin;
9) declaration of not having criminal convictions or any criminal convictions received or any pending criminal proceedings;
10) *only for Italian citizens*: position regarding military service;
11) declaration of not having been dismissed or dispensed, nor having been declared forfeited from public employment in a Public Administration;
12) only *for those who are not Italian citizens*: to have an adequate knowledge of the Italian language;
13) declaration of not having a degree of kinship or affinity up to and including the fourth degree, with a professor belonging to the Department proposing the call or with the Rector, the General Director or a member of the University's Board of Directors;
14) declaration of having read the Regulation at the page

https://www.unipd.it/procedure-personale-docente

Candidates with disabilities must specify in the application the necessary assistance in relation to their status, as well as any need for additional time for the interview, if applicable, pursuant to law 5 February 1992, n. 104.

In the application, it is possible to elect a special domicile for communications from the University Administration. It is also necessary to indicate telephone numbers and e-mail address.

Any change regarding the contact details indicated in the application must be promptly communicated to the Rector by certified email (amministrazione.centrale@pec.unipd.it), or sent to the Teaching Staff Office, by means of a duly signed and dated declaration with a copy of a valid identity document attached, by email to reclutamento.docenti@unipd.it.

The University Administration assumes no responsibility in case of unavailability or for the dispersion of communications due to inaccurate indication of the contact details by the candidate or failure to communicate or late communication of the change of address indicated in the application, nor for any postal or telegraphic errors, or attributable to third parties, fortuitous event or force majeure.

Art. 5 - Assessment Criteria

According to the Regulation for the appointment of Full and Associate Professors pursuant to the law of December 30, 2010, n. 240, the elements subject to evaluation are the following:

1) Teaching Activity

For the evaluation of teaching activity, the volume and continuity of activities are considered, with particular reference to the courses and modules for which responsibility has been assumed, to supplementary teaching activities and service to students. The results of student opinions on teaching activity are also considered, if they are available for all candidates.

2) Scientific Publications

For the evaluation of publications, publications or texts accepted for publication according to current regulations are considered, as well as essays included in collective works and articles published in print or digital journals, excluding internal notes or departmental reports if they lack an international ISSN or ISBN code.

The evaluation of scientific publications submitted for competitive purposes is carried out on the basis of the following criteria:

a) originality, innovativeness, methodological rigor and relevance of each publication;

b) congruence of each publication with themes specific to the Academic Discipline or with interdisciplinary themes closely related to it;

c) scientific relevance of the editorial placement of each publication and its dissemination within the scientific community;

d) analytical determination, also on the basis of criteria recognized in the relevant international scientific community, of the individual contribution of the researcher in the case of participation in collaborative works (for example: first, second, last author, corresponding author).

3) Evaluation of research activities, institutional, organizational, management and service activities

For the evaluation of scientific research activity, the following aspects are considered:

a) organization, direction and coordination of national and international research centers or groups or participation in them and other research activities such as direction or participation in editorial committees of journals;

b) achievement of national and international awards and recognitions for research activities;

c) participation as a speaker at congresses and conferences of national and international interest.

Without prejudice to the evaluation of publications submitted for competitive purposes, in the evaluation of the curriculum, the overall consistency of the candidate's scientific production, its intensity and temporal continuity must also be taken into consideration.

For the purposes of evaluating this continuity, periods of suspension of the employment relationship and other periods of leave or expectation established by current laws and different from those provided for study reasons are not considered, if adequately documented.

For the purposes of evaluating the overall consistency of the candidate's scientific production referred to in the previous point, within the sectors where its use is consolidated at an international level, the Committees use one or more bibliometric indicators, possibly normalized for academic age, such as: 1) total number of citations; 2) average number of citations per publication; 3) total "impact factor"; 4) average "impact factor" per publication; 5) combinations of the previous parameters aimed at enhancing the impact of the candidate's scientific production (such as Hirsch index or similar).

For the evaluation of institutional, organizational, management and service activities, the degree of responsibility of the functions performed, their duration and continuity are taken into account.

4) Third mission activities

In this area, where relevant, the ability to impact the socio-economic and social context is evaluated, through the enhancement and transfer of knowledge and involvement in initiatives of socio-cultural and educational value, such as obtaining patent ownership, promoting start-ups or spin-offs, commitment to museum activities, promotion and scientific dissemination.

For the evaluation of third mission activities - impact on society, scientific entrepreneurship, technology transfer - the activities presented in the candidate's curriculum will be taken into account.

For the evaluation, the Committees use the following criteria:

a) social, economic and cultural dimension of the impact;

b) relevance with respect to the reference context;

c) added value for beneficiaries;

d) contribution of the candidate, enhancing the scientific aspect where relevant.

5) Healthcare activities in the medical field

For the evaluation of healthcare activities in the health sector, the congruence of the candidate's overall clinical activity with the Academic Discipline subject to selection or with a related sector is taken into account, as well as the coherence with the specificity of the healthcare functions indicated in the call.

Art. 6 - Publications

Publications that candidates intend to present must be sent **exclusively in PDF format through the specific section "*Publications and research products deemed useful for the selection*" of the electronic procedure.**

Each publication should not exceed 30 megabytes.

Publications deemed useful for the selection must be submitted respecting the **maximum** number specified in the annex to the call. Failure to observe the maximum limit of publications to be submitted for participation in the selection will be noted by the Selection Committee and will result in exclusion from the selection procedure, by order of the Rector.

Only publications or texts accepted for publication, together with the publisher's confirmation letter, according to current regulations, as well as essays included in collective works and articles published in print or digital

journals will be subject to evaluation, excluding internal notes or departmental reports if they lack an international ISSN or ISBN code.

It is also specified that the Selection Committee will evaluate exclusively the documentation relating to qualifications, publications and curricula uploaded by those who submit their candidacy on the PICA platform and visible and included therein. In particular, only information retrievable in the application will be used, while **information retrievable from web page links inserted in the curricula attached to the applications will not be used**.

For publications published abroad, the following details should be provided if possible: the date, place of publication or, alternatively, the ISBN code or equivalent.

For publications published in Italy, prior to September 2, 2006, the obligations according to the forms provided for by art. 1 of the Lieutenant's Decree of August 31, 1945, n. 660 must be fulfilled; from September 2, 2006, the obligations according to the forms provided for by law 15 April 2004, n. 106 and the related regulation issued with D.P.R. May 3, 2006, n. 252, must be fulfilled by the deadline of the selection call.

Publications written in French, English, German and Spanish can be presented in the original language. Publications subject to evaluation can be presented in the original language also in cases where the selection procedure concerns a specific linguistic sector.

In other cases, publications written in a foreign language must be accompanied by a translation into Italian, certified as conforming to the foreign text, drawn up by the competent diplomatic or consular representation or by an official translator, or, in cases where it is allowed, drawn up by the person submitting the application and declared to conform to the original text by means of a substitute declaration of the deed of notoriety pursuant to art. 47 of D.P.R. 445/2000.

Without prejudice to the maximum number of publications provided for in the annex to the call, for proven and motivated technical reasons not dependent on the person submitting the application, publications that exceed the space of 30 megabytes must be reported in a detailed list to be inserted in the IT platform and uploaded in a non-modifiable format (PDF/A) on a portable mass memory (pen drive, USB stick) which must be sent no later than 1:00 PM (Italian time) on the deadline of the call by registered mail, post or express mail or courier with acknowledgment of receipt to the following address: University of Padua - Palazzo Storione – Ufficio Personale docente, Riviera Tito Livio, n. 6 - 35123 Padova.

For this purpose, the postmark or the date stamp of the accepting courier will be considered.

The envelope must clearly indicate the candidate’s name and surname and report the selection they intend to participate in, specifying the Department, the Academic Discipline Group/Competition Sector and the scientific-disciplinary sector. The device must display the candidate’s name and surname and date of birth.

Alternatively, both the aforementioned publications (i.e., publications that exceed the space of 30 megabytes) and the list can be sent by certified email (amministrazione.centrale@pec.unipd.it) within the deadline of the call.

The Administration assumes no responsibility for any disruptions attributable to third parties, fortuitous events or force majeure, which result in the non-receipt of the portable mass memory.

Art. 7 - Withdrawal of participation in the procedure

Any withdrawal from participation in the selection procedure, signed and dated, must be promptly communicated to the Rector by certified email (amministrazione.centrale@pec.unipd.it) or sent to the Teaching Staff Office as an application in PDF format, duly signed and dated with a copy of a valid identity document attached by email to reclutamento.docenti@unipd.it.

The withdrawal will take effect from the first meeting of the Selection Committee following the date of receipt.

Art. 8 - Selection Committee

The Selection Committee is appointed according to the provisions of art. 13 and 14 of the University Regulation for the appointment of Full and Associate Professors pursuant to Law 30 December 2010, n. 240, available at the following link:

https://www.unipd.it/procedure-personale-docente

From the date of publication of the Rector's Decree appointing the committee in the University Official Notice Board, the **thirty-day term** referred to in art. 9 of D.L. 120/1995, converted with modifications into Law 236/1995, begins for the submission to the Rector of any requests for recusal by the subjects under evaluation. The request for recusal, duly signed and dated, with a copy of a valid identity document attached, may be transmitted to the Teaching Staff Office in PDF format, by email to reclutamento.docenti@unipd.it or by certified email (amministrazione.centrale@pec.unipd.it).

If all interested parties declare that there are no grounds for recusal, this term ceases to run even in advance. If the cause of recusal arises, provided it is prior to the date of establishment of the Committee, the term runs from its occurrence.

After seven days from the publication referred to in the first period, the Committee can still begin work, without prejudice to the fact that the presentation of any requests for recusal suspends the procedure for the purpose of evaluating the request and possible replacement of the recused commissioner.

Participation in the Committee's work constitutes an official duty for the members, except in cases of force majeure. The rules on incompatibility and conflict of interest are observed for the composition of the Committees.

Art. 9 - Conduct of the selection

The selection is carried out by the Committee **according to the provisions of Art. 16 of the Regulation** for the appointment of Full and Associate Professors pursuant to Law 30 December 2010, n. 240.

In particular, the Committee, in its first meeting, elects a President and a Secretary from among its members and predetermines, in application of the call and **Articles 7-12 of the aforementioned Regulation**, the criteria for:

a) the evaluation of the elements referred to in Art. 8 paragraph 2 of the Regulation
b) the assessment of scientific qualification and language skills relating to the foreign language indicated in the annexes to the call;
c) the assessment of knowledge of the Italian language for foreign candidates.

The Committee also identifies the topics for the oral teaching test (lecture or seminar), if specified in the annexes to the call. These topics will be communicated to the candidates through publication on the University Official Notice Boardand on the University website two days before the date of the test.

The adopted criteria are published, for at least seven days, on the University Official Notice Board, as well as on the website of the Department concerned and on the University website.

After predetermining the criteria and identifying the topics of the oral teaching test, if provided, the Committee reviews the admitted applications. Each commissioner verifies the absence of causes of incompatibility and conflict of interest and signs specific declarations, made in the forms of self-certification, pursuant to Article 15, paragraph 5, of the Regulation.

If the annex to the call provides for an interview for the assessment of scientific qualification and language skills and for any oral teaching test, the method of conducting the discussion (in person or telematic), the location, date and time are determined by the Committee, which will immediately communicate this to the Teaching Staff Office, and are published on the University Official Notice Board, on the website of the Department concerned and inserted on the University website, at least 20 days before the set date.

At the same time, it will be indicated whether, pursuant to Art. 16 paragraph 10 of the Regulation, the public discussion will proceed telematically or in person.

Publications on the University Official Notice Board (https://protocollo.unipd.it/albo/viewer) have the value of notification for all purposes, no personal notifications will be sent. Therefore, candidates are required to present themselves, with a valid identity document, on the days and at the place established without further notice. Failure to appear or to connect telematically is considered a definitive implicit withdrawal from the selection.

The Committee expresses a reasoned judgment on scientific publications, teaching activity, supplementary teaching and service to students, and on the curriculum including research, institutional, organizational, management, service and third mission activities, as well as on healthcare activities for procedures in the health sector.

The Committee then proceeds, according to the methods defined in the call, to ascertain the scientific qualification and language skills relating to the foreign language indicated in the call and, for foreign candidates, to ascertain knowledge of the Italian language, expressing the relative judgments.
The Committee also proceeds with the oral teaching test, if provided.

The Committee, after comparative evaluation of the candidates, expresses overall judgments and, with a reasoned decision taken by a majority of the members, identifies the winning candidate.

The judgments expressed by the Committee are made public, after verification of the regularity of the acts, by publication on the University Official Notice Board, as well as on the website of the Department concerned and inserted on the University website.

As provided for by Art. 17 of the Regulation for the appointment of Full and Associate Professors, the work of the Committee must conclude within four months from the date of publication of the provision appointing it. The Rector may extend the deadline for the conclusion of the procedure only once and for no more than two months, for proven and exceptional reasons reported by the Committee. In the event that the work has not been concluded within the extension, the Rector, with a justified provision, initiates procedures for the replacement of the Committee or of the members to whom the causes of the delay are attributable, according to the identification procedures indicated in Art. 14 of the Regulation, while establishing a new deadline for the conclusion of the work.

The regularity of the acts is ascertained by Rector's Decree within thirty days of the delivery of the minutes to the competent office.

If the Rector finds irregularities that can be regularized, the Rector refers the acts back to the Committee with a justified provision, so that it can provide within a predetermined term. Otherwise, the Rector orders the annulment of the procedure acts.

Art. 10 – Department's call proposal

The Department Council that requested the selection procedure formulates, within 30 days from the date of verification of the regularity of the acts, the proposal to call the professor with a favorable vote of the absolute majority of full and associate professors entitled to vote.

The Council may, with a justified resolution, decide not to proceed with the call proposal. In this case, it will not be able to request, for one year from the expiry of the term referred to in the previous paragraph, the activation of a selection for a position with the same profile or, if not provided, for the same Academic Discipline Group/Competition sector. In case of failure to deliberate within the aforementioned term, the Rector assigns the Department a new term of twenty days within which to provide, after which the deliberation is devolved to the Board of Directors.

The Department's call proposal is subject to the approval of the Board of Directors.

Art. 11 - Documentation for the appointment

For the purpose of appointment, the professor must submit to the Teaching Staff Office the declarations pursuant to Articles 46 and 47 of Presidential Decree 445/2000 attesting to the possession of the requirements provided for by current legislation for admission to employment, as specified in Art. 4, paragraph 1, nos. 1, 2, 3, 4, 5, 8, 9, 10, 11 and 13 of this call, as well as substitute declarations of certifications attesting to marital status, family composition, any belonging to protected categories, any pension ownership and any registration in professional associations.

The professor must also submit a declaration pursuant to Articles 46 and 47 of Presidential Decree 445/2000 of not holding other jobs with public or private entities, nor of exercising industry or commerce. Without prejudice to the aforementioned incompatibilities, if the professor is an employee of a Public Administration or of a private entity or company, they must submit the declaration of acceptance of employment.

If coming from countries not belonging to the European Union, the professor may submit the declarations pursuant to Articles 46 and 47 of Presidential Decree 445/2000 limited to the statuses, personal qualities and facts that can be certified or attested by Italian public subjects; where the required data relates to acts formed abroad and not registered in Italy or at an Italian Consulate, the professor must submit the certification issued by the competent authorities of the State of which he is a citizen, accompanied by an Italian translation authenticated by the Italian consular authority that certifies its conformity to the original.

It will also be necessary to submit the declaration of option for the commitment regime.

For the appointment, the non-EU citizen professor must possess a valid residence permit for work purposes in Italy.

Art. 12 - Rights and Duties

The rights and duties of the professor are regulated by the current legal provisions on the legal status of university teaching staff and by the current Code of Ethics of the University of Padua.

Art. 13 - Economic and social security treatment

The economic and social security treatment of the professor is regulated by current legislation on the matter.

Art. 14 - Final provisions

For anything not provided for by this call, the discipline provided for by the University Regulation for the appointment of Full and Associate Professors pursuant to Law 30 December 2010, n. 240, issued with Decree Rep. 1002 of 7 March 2023, applies.

The Administration reserves the right to verify the accuracy of the declarations at any stage of the procedure. Should the above-mentioned verification reveal that the content of the declarations is false, those who submitted such declarations shall forfeit any benefits possibly obtained as a result of the measure issued on the basis of the false declaration, without prejudice to the provisions of Article 76 of Presidential Decree No. 445/2000, regarding the penalties provided for by the Criminal Code and special laws on the matter.

For the purposes of applying the provisions of Law 7 August 1990, n. 241, the person responsible for the procedure is Dr. Anna Maria Fusaro, Director of the Teaching Staff Office.

The processing of personal data requested by this call is aimed exclusively at all activities connected to this competition procedure. The information, provided pursuant to Art.13 of EU Regulation 2016/679 - General Data Protection Regulation, is available at the page: http://www.unipd.it/privacy.

Padova, *date of registration*

The Rector
Prof.ssa Daniela Mapelli
Digitally signed pursuant to Legislative Decree no. 82/2005

Person in charge of the administrative procedure	Executive	General Director
Dr Anna Maria Fusaro	Dr Tommaso Meacci	Ing. Alberto Scuttari