



AIR AND ATMOSPHERE DEPARTMENT

Solar radiation and atmosphere

SELECTION NOTICE

FOR THE ASSIGNMENT OF A COORDINATED AND CONTINUOUS COLLABORATION POSITION FOR THE COMPLETION OF TECHNICAL ACTIVITIES FOR FOR SETTING UP AN OPTICAL LABORATORY IN CHARGE OF THE AIR AND ATMOSPHERE DEPARTMENT OF THE REGIONAL AGENCY FOR THE ENVIRONMENTAL PROTECTION OF THE AOSTA VALLEY (ARPA).

DATE OF PUBLICATION OF THE NOTICE: **Monday 4 December 2017**

END DATE OF PUBLICATION: **Wednesday 20 December 2017**

THE DIRECTOR GENERAL

in compliance with the agency regulation laying down the rules for the assignment of a coordinated and continuous collaboration position, approved by the provision of the Director General no. 31 dated 18 March 2008

ANNOUNCES

that a comparative curriculum procedure is issued for the assignment of a coordinated and continuous collaboration position to natural persons skilled in carrying out technical activities in the field of measurement of ultraviolet solar radiation.

Specific requirements for admission

To participate in the selection, candidates must be in possession, at the date of publication of this notice, of the following specific requirements, which must result from the curriculum:

1. education qualifications: Master's Degree in Physics or Sciences of the Universe or Mathematics or Engineering or Environmental Sciences;
2. good oral and written knowledge of the English language;

3. knowledge of the treatment of the measurement uncertainty;
4. familiarity with programming languages and software environments dedicated to scientific computing (R, MATLAB, ...)

and of the following **general requirements**:

- a) being entitled to civil and political rights;
- b) not having received criminal convictions and not being the subject of preventive measures, which exclude the establishment of an employment relationship with the Public Administration.

The candidate must also declare whether:

- he/she carries out assignments or holds assignments in private law entities regulated or financed by the Public Administration, with indication of every element useful to qualify the position / office, with particular reference to the object, the institute conferring the task, the position held with the specification of the entity in which it is held and the public body of reference, which regulates or finances the activity;
- he/she carries out professional activities, indicating the activity, the location and any other element deemed useful.

The aforementioned declaration must be provided, even if negative, according to the attached template. The assignments must be hold or in progress at the date the application is presented.

Subject of the collaboration:

Presentation of the activities:

Since 2006, ARPA has continuously measured the global spectral irradiance in the 290-500 nm wavelength range at Saint-Christophe using a double-monochromator spectrometer. The system has so far provided a dataset among the most complete and accurate at European level. With the aim at further improving the operating standards, the current instrumental system is being upgraded and a solar laboratory installed at the site.

The activities are splitted into the following main tasks:

- Survey of the state of the art of international laboratories in collaboration with other research institutes;
- Activation of the calibration system of the instrumentation for measuring solar ultraviolet radiation;
- Development of the software needed for the operation of the system;
- Development and testing of the individual components as well as the system as a whole;
- Definition and drafting of procedures and operating instructions also in view of accreditation;

- Long-term analysis of environmental data collected so far and production of scientific articles in international journals in collaboration with the contact person of the activity.

Location

The activities can be carried out at the ARPA headquarters or at the employee's home, according to the functional needs of the activity representative. For participation, requested by ARPA, at conferences or seminars, the employee will receive a reimbursement of the incurred expenses.

Method of completing the assignment

The person in charge will have to carry out his / her activity in collaboration with the staff working at the Solar Radiation and Atmosphere Area, in compliance with the functional requirements granted by the Contact person.

The relationship of collaboration is established with the stipulation of a specific contract of self-employment pursuant to articles 2222 and following of the civil code.

The collaborator cannot deal with any business that is in contrast with the interests of ARPA, either on its own account or on behalf of third parties, with reference to the scope of the intervention object of the collaboration relationship; and is required to comply with the ARPA code of conduct that will be delivered at the time the contract is signed.

Duration of the collaboration

The duration of the collaboration is set at 34 months starting from the contract stipulation data, which must take place by December 31st 2017; for any matters not provided for in this notice, reference is made to the agency regulation, approved with the provision n. 31 dated 18 March 2008, and to the current legislation on flexible work / coordinated and continuous collaborations.

The establishment of the collaboration relationship excludes the possibility of conversion of the same in subordinate, fixed-term or indeterminate employment relationships.

Compensation for the collaboration

The total remuneration payable to the collaborator registered for the National Social Welfare Institution separate management, is equal to € 81.600,00 (34 months) for the entire duration of the assignment, with periodic disbursement in relation to the progress of the works following the presentation of descriptive notes of the activities carried out duly endorsed by the activity representative.

If the activity referred to in this notice falls within the services normally performed in the exercise of the free profession referred to in art. 49 paragraph 1 of the TUIR, the fee will be subject to the social security and tax withholdings for self-employed workers. The total remuneration to be paid to the freelancer will be € 107.200,00 (including any contribution to the occupational pension fund and VAT) for the entire duration of the contract, which will be paid following the regular submission of invoices duly signed by the contact person of the activity, attesting the regularity of the service.

Submission of the application and CV

Applications for participation must be received, under penalty of exclusion, at:

ARPA Valle d'Aosta
Ufficio Protocollo
Località Grande Charrière, 44
11020 Saint-Christophe (AOSTA)

no later than 12.00 (Rome time) on Wednesday 20 December 2017.

Rules for participation and documentation

The application must be sent by registered mail with acknowledgment of receipt (in which case the institution does not assume responsibility for any delays attributable to the postal service) or submitted by hand or by courier to the aforementioned Office (from 9.00 to 12.00 and from 14.00 to 16.00 on weekdays, excluding Saturdays). It can also be sent by certified e-mail to the following address: arpavda@cert.legalmail.it or to the e-mail address protocollo@arpa.vda.it (In this case, ARPA will issue a specific receipt of registration at the moment of the receipt and the candidate will be responsible to verify that the request has been delivered).

The institution is not responsible for any problems related to the malfunctioning of the e-mail that can determine the non- or partial receipt of the same.

The duly signed application, prepared according to the template form attached to this notice, must report as subject "**Selezione collaboratore per la Sezione ARIA E ATMOSFERA**" and contain the substitutive declaration of possession of the general requirements requested; the following documentation must be attached to the same:

- the educational and professional curriculum, proving the compliance with the specific requirements; the document must be drawn up in compliance with the current European model;
- the duly signed substitutive declaration of the deed of notoriety, absence of incompatibility situations / conflicts of interest, according to the attached template form;
- photocopy of a valid candidate's identity document.

The candidate has the burden of formulating in the application and in the curriculum in a clear, correct and complete the data and information relating to the possession of the general and special requirements.

Exclusion

The applications will not be admitted to the comparative procedure if:

- reached beyond the final term indicated above;
- they are not signed;

- the application and the curriculum do not contain the information necessary to demonstrate possession of all the required requisites.

Evaluation of the curricula

The selection will be performed only among the applications from which all the specific and general requirements indicated above will subsist.

For the purpose of the subsequent assessment of suitability, the appropriate Commission will perform a comparative evaluation of the curricula according to the following criteria:

a) Qualifications and scientific production (30%)

- degrees after graduation
- university exams related to the subject of this assignment
- Master's degree thesis and possible PhD - (relevance to the topics of the present assignment, methodology and scientific quality)
- scientific publications in peer-review journals within the scope of the assignment
- proceedings, reports on topics relevant to the subject of the assignment

b) level of expertise (40%) regarding:

- treatment of measurement uncertainty
- metrology and quality management systems
- programming languages and software environments dedicated to scientific computing (R, MATLAB,)
- advanced measurement instrumentation
- environment and atmosphere
- data series analysis

c) interview (30%)

The interview (which is also possible through teleconference systems) will focus on the training and professional experiences as well as motivation and interest reasons on the topics of the assignment.

It is necessary to document the possession of the aforementioned requisites by declaring both training and professional activities carried out. In case of professional experiences, indicate any institutions / institutes / laboratories where the experience was carried out.

Publication of the notice

This notice will be published on the ARPA online register and on the agency website in the "notices and collaborations" section (www.arpa.vda.it), as well as transmitted to the Aosta Employment Center, and to Universities whose qualifications study are required for admission to the selection.

ARPA reserves the right to extend, suspend or revoke this notice, or part of it, if it deems it necessary or appropriate for reasons of public interest.

Selection decision

The outcome of the comparative procedure will be made public on the Agency's website (www.arpa.vda.it/ Alerts for collaborations), at the agency office, formally communicated to the person identified as the most suitable candidate and to all the other participants in the selection.

Protection of personal data. Informative

In accordance with the Personal Data Code, Legislative Decree 196/2003, the processing of the data contained in the applications, aimed at managing the comparative procedure and the subsequent possible establishment of the collaboration relationship, will take place using IT procedures and paper filing of the related documents, by the agency contact person, of the administrative and technical services personnel, with regard to the transparency obligations set out in Legislative Decree No. 33/2013.

The provision of data is optional, provided that the applicant, if he intends to apply for admission to the procedure, must provide the documentation containing the required data according to current legislation and this notice; the lack of data production implies the exclusion from the selection, or the non-establishment of the collaboration relationship.

The communication of data to other public entities and individuals will be carried out in compliance with legal obligations, regulations and for the performance of the institutional functions pursuant to the provisions of Legislative Decree 196/2003.

The interested party is entitled to the rights referred to in Article 7 of the aforementioned legislative decree, including in particular the right of access to data concerning him, as well as the right to correct, update, complete or delete the erroneous or incomplete data, or collected in terms that do not comply with the law, as well as the right to object to their processing for legitimate reasons. These rights may be asserted against ARPA, the data controller in the person of the General Manager.

Responsible for the preliminary investigation: Michela Fontana (email m.fontana@arpa.vda.it - phone number 0165/278530)

Director General
Giovanni Agnesod

APPLICATION FOR ADMISSION

AL DIRETTORE GENERALE
DELL' AGENZIA REGIONALE PER LA PROTEZIONE
DELL' AMBIENTE DELLA VALLE D' AOSTA
LOC. GRANDE CHARRIERE, 44
11020 SAINT-CHRISTOPHE AO

THE UNDERSIGNED

SURNAME		FIRST NAME	
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BIOGRAPHICAL DATA AND CONTACTS

DATE OF BIRTH		PLACE OF BIRTH	
SOCIAL SECURITY NUMBER ("FISCAL CODE")			
PHONE NUMBERS			
EMAIL:		@	

CURRENT RESIDENCE ADDRESS

COUNTRY			
CITY/PROVINCE		ZIP CODE	
STREET		NUMBER	

MAILING ADDRESS: (please only complete if different from the residence address)

COUNTRY			
CITY/PROVINCE		ZIP CODE	
STREET		NUMBER	

ASKS

to be admitted to the comparative procedure for the assignment of a coordinated and continuous collaboration position at the ARPA Valle d'Aosta for the carrying out the tasks for the activation of an optical laboratory in charge of the air and atmosphere section of the regional agency for the environmental protection of Valle d'Aosta (ARPA).

To this end, he/she declares, warned on the criminal liability established by art. 76 of the D.P.R. 445/2000 and by the articles 38 and 45 of L.r. 19 2007 in the event of a false or mendacious declaration:

(TICK CORRESPONDING BOXES)

- that he/she enjoys full civil and political rights;
- that he/she has not received criminal convictions and is not the subject of preventive measures excluding the establishment of an employment relationship with the public administration;

DATA

F I R M A _____

DECLARATION FORM

(art. 31 legge regionale 19/2007 - art. 47 decreto Presidente della Repubblica 445/2000 art. 1 della legge 190/2012)

The undersigned _____

born in _____ on _____ resident
in (full address) _____,

- aware that false declarations, or containing data that do not correspond to the truth, imply, pursuant to articles 75 and 76 of the d.P.R. December 28th 2000, n. 445, and of the articles 33 and 39 of the regional law 6 August 2007, n. 19, the application of penal sanctions and the forfeiture of any benefits obtained,
- for the purpose of carrying out for ARPA Valle d'Aosta the coordinated and continuous collaboration assignment concerning: _____

_____ ,
as required by the implementing provisions of the law of 6 November 2012 no. 190 (Provisions for the prevention and repression of corruption and illegality in the public administration)

DECLARES

- that he/she has no other duties;
- that he/she is holder of the following positions / tasks listed below / listed in the attached list:

- that he/she does not hold offices in private law entities regulated or financed by the public administration;
- that he/she holds the following offices in private law entities regulated or financed by the public administration / of the aforesaid offices listed in the attached list:

- that he/she does not carry out professional activities;
- that he/she carries out the following professional activities listed in the attached list:

_____ The declarant _____

N.B.: the substitutive declaration must be given together with a photocopy, not authenticated, of a valid identity document of the declarant or in front of the person in charge of the procedure / of the preliminary investigation