SCHEME TO BE FOLLOWED WHEN COMPLETING THE APPLICATION **Annex 1**

(*Should not be on letterhead*)

To the Director General of the University of Tuscia

Via San Camillo de Lellis snc

01100 Viterbo, Italy

I, the undersigned, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ fiscal code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (province of \_\_\_\_\_\_\_\_\_\_\_\_\_) on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and resident in \_\_\_\_\_\_\_\_\_\_\_\_\_\_ ZIP code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (province of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

street \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ n. \_\_\_\_\_\_ tel. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

REQUEST

to be admitted to participate in the public selection, by qualifications and examinations, regulated by decree n. \_\_\_\_\_\_\_\_ dated \_\_\_\_\_\_\_\_\_\_\_, for the assignment of n. 8 postdoctoral fellowships for collaboration in research activities at the University of Tuscia.

I, the undersigned, intend to participate in the selection for the position specified below:

€ Type A – ERC research domain\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

€ Type B – position number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indicate the department of interest and the Scientific Coordinator:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(for Type A only)*

To this end, the applicant declares under his/her own responsibility:

* to have citizenship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
* to enjoy civil and political rights in the country of origin;
* have not received criminal convictions and have no criminal proceedings in progress (or: have received the following criminal convictions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)
* to be in possession of the degree in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ obtained on \_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ with the score of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;
* to be in possession of a PhD in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ obtained on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at the University of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, administrative office of the doctorate **(Integration of Annex 1)**;
* not to be a permanent employee of universities, institutions, and public research and experimentation bodies, of ENEA and ASI, as well as of institutions whose scientific specialization diploma has been recognized as equivalent to the title of research doctor, pursuant to article 74, paragraph 4, of the D.P.R. n.382 of 11 July 1980;
* not to have any degree of kinship or affinity, up to and including the fourth degree, with a professor belonging to the department or structure making the call, or with the Rector, Director General, or a member of the Board of Directors of the University;
* to have read the announcement and have expressed my consent to the collection and processing of personal data for the purposes of the selection procedure (EU Regulation 2016/679 "General Data Protection Regulation");
* to request the following needs for special assistance pursuant to law 104/92 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and to this end attach the certification relating to the disability;
* to have adequate knowledge of the Italian language; (limited to foreign citizens).

I, the undersigned, attach the following documents:

* + research proposal referring to a line of research among those covered by this call according to the attached scheme (**Annex 2**);
	+ cover letter that describes the applicant’s expectations as well as their research results achieved, and includes contact information for three referees who can provide judgment upon the applicant’s experience, qualities, and skills (**Annex 3**);
	+ self-certification pursuant to article 46 of the D.P.R. 445/00 relating to academic qualifications possessed: PhD/specialization degree, date, and place of achievement;
	+ self-certification pursuant to article 46 of the D.P.R. 445/00 of any postgraduate specialization diplomas and relative marks with date and place of achievement;
	+ list of scientific publications published with all the information necessary for their correct identification; Publications must be provided in pdf format or made available by indicating a corresponding URL for their access;
	+ self-certification pursuant to article 46 of the D.P.R. 445/00 relating to scholarships and/or research contracts, certificates of attendance at postgraduate courses, research activities in Italy and/or abroad, fellowships, scientific-professional contracts and assignments, participation in scientific conferences, and patents;
	+ PhD thesis in pdf format or made available by indicating a URL for its access; in addition, the applicant must include a summary of the thesis. The document, maximum 5 pages, must include a cover with the name and surname of the PhD grantee, title of the thesis, academic year, date and outcome, and supervisor(s). The summary must be elaborated in the English language;
	+ other duly documented qualifications;
	+ *curriculum vitae et studiorum* certifying one's scientific and professional activity drawn up according to the attached scheme (**Annex 4**);
	+ three reference letters drawn up as per the attached model (**Annex 5**); It is recommended to pay particular attention to the selection of referees who are among the professors, employers, collaborators with whom the candidate has developed his/her academic path and enriched his/her curriculum;
	+ copy of a valid identity document;
	+ in the case of a foreign degree, attach translation and self-declaration.

The undersigned also requests that all communications relating to the selection procedure be sent to the following address, committing to promptly report its change:

-Name and last name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

-street \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ n. \_\_\_\_ tel. \_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

-ZIP code \_\_\_\_\_\_\_\_\_\_\_\_\_\_ city \_\_\_\_\_\_\_\_\_\_\_\_\_ (province \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Integration of Annex 1**

**SELF-CERTIFICATION**

**(ART. 46 D.P.R. 28/12/2000, n. 445)**

I, the undersigned, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ born in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ province of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DECLARE**

Under my own responsibility, aware of penalties in case of false or inaccurate statements as from art. 76 D.P.R. 28/12/2000 n. 445 I will lose the right immediately to the fellowship:

1. I have earned the PhD in \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INFORMATION ACCORDING TO ART. 13 D.Lgs. 196/2003

Personal information will be gathered and handled according to the laws, within the purposes related to the development of institutional activities, especially for all executions connected to the performance of research activity with the University of Tuscia. The agreement to handling information given is not required according to art. 24 of D.Lgs. 196/03.

**Annex 2**

**Project Scheme to Compete in the *'SeedTalent' @ UNITUS Grants***

|  |
| --- |
| **Project Scheme to Compete in the *'SeedTalent' @ UNITUS Grants*** |
| **Scientific Disciplinary Area \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Scientific disciplinary domain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ERC research domain\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Project title** (in Italian1)(Max 500 characters, including spaces): |
| **Project title** (in English2)(Max 500 characters, including spaces): |
| **Project duration:**  | **12 months minimum** | ***Scientific area***: |
| **Keywords** (at least one, max 9 words) to be filled in both Italian and English |
| **Abstract** (Max 3.000 characters, including spaces) |
| **General and specific objectives** (to be filled in both Italian and English) |
| Max 2.000 characters, including spaces |
| **Description of the project** (to be filled in both Italian and English) |
| Max 5.000 characters, including spaces |
| **Innovative, inter/multidisciplinary aspects** (to be filled in both Italian and English) |
| Max 2.000 characters, including spaces |
| **Expected results and deliverables** (to be filled in both Italian and English) |
| Max 1.500 characters, including spaces |
| **Impact** (to be filled in both Italian and English) |
| Max 2.000 characters, including spaces |
| **Work plan and articulation of activities and phases** (to be filled in both Italian and English) |
| Max 1.500 characters, including spaces |

1 only for Italian citizens.

2 for Italian and foreigners.

**Annex 3**

**Cover Letter (*1 page max*)**

Three referees in the field of research of the candidate:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SURNAME** | **NAME** | **E-MAIL** | **TEL.** | **UNIVERSITY** | **DEPARTMENT** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annex 4**

**[Name and surname]**

**CURRICULUM VITAE**

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| **Surname** |  |
| **Name** |  |
| **Date of birth** | [Day, month, year]  |

**PROFESSIONAL EXPERIENCE** (List in reverse chronological order)

|  |  |  |
| --- | --- | --- |
| **Appointment** | **Structure** | **Dates** |
|  |  |  |

**EDUCATION AND TRAINING**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree** | **Course of studies** | **University** | **Year of achievement of the degree** |
| PhD |  |  |  |
| Master |  |  |  |
| Degree of medical specialization |  |  |  |
| Degree of European specialization |  |  |  |
| Other |  |  |  |

**REGISTRATION IN PROFESSIONAL ASSOCIATIONS & ORGANIZATIONS**

|  |  |  |
| --- | --- | --- |
| **Date of registration** | **Association, organization** | **Country** |
|  |  |  |

**FOREIGN LANGUAGES**

|  |  |
| --- | --- |
| **Language** | **Level of knowledge** |
|  |  |

**AWARDS, SCHOLARSHIPS, FELLOWSHIPS, AND ACKNOWLEDGEMENTS**

|  |  |
| --- | --- |
| **Year** | **Description** |
|  |  |

**TRAINING OR RESEARCH ACTIVITY**

|  |
| --- |
| **Description** |

**PROJECT ACTIVITY**

|  |  |
| --- | --- |
| **Year** | **Project** |
|  |  |

**INTELLECTUAL PROPERTY (PATENTS, COPYRIGHTS, TRADEMARKS, etc.)**

|  |
| --- |
| **Description** |
|  |

**INVITED TALKS AT SCIENCE EVENTS (SCIENTIFIC CONFERENCES, SEMINARS, COURSES, MEETINGS, AND OTHERS)**

|  |  |  |
| --- | --- | --- |
| **Date** | **Title** | **Place** |
|  |  |  |

**PUBLICATIONS**

|  |
| --- |
| **Books and chapters** |
| [Author or authors, title of chapter, title of book, editor, publisher, year] |

|  |
| --- |
| **Articles in scientific journals** |
| [Author or authors, year, title, journal, volume of journal, issue number of journal, page range of article, impact factor of journal, number of citations] |

|  |
| --- |
| **Notes to judgement** |
|  |

|  |
| --- |
| **Contributions in collected works** |
|  |

|  |
| --- |
| **Monographs** |
|  |

|  |
| --- |
| **Conference proceedings** |
| [Author or authors, year, title, title of proceeding, editor(s), publisher]  |

**OTHER INFORMATION**

|  |
| --- |
|  |

Declarations given in the present curriculum vitae must be considered released according to art. 46 and 47 of D.P.R. n. 445/2000.

The present curriculum vitae does not contain confidential and legal information according to art. 4, paragraph 1, points d) and e) of D.Lgs. 30.06.2003 n. 196.

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annex 5**

**Reference letter**

Applicant name:

Nationality:

Date of birth:

Fiscal code (if possessed):

Call for Applications for the awarding of Postdoctoral Research Fellowship *‘SeedTalent’ @UNITUS Grants* – competitive selection to conduct research activities on a specific project entitled:

ERC research domain:

Please give an assessment of the applicant's ability to carry out advanced studies and frontier research, **highlighting his/her main strengths and weaknesses**. The information provided will be kept confidential.

Please evaluate the applicant by comparing him/her with others of the same age and position, whom you have known over the past five years.

If possible, indicate the number of PhD students that are compared to the candidate.

**Rating scale:**

• outstanding (top 1-2%),

• excellent (top 5%),

• very good (top 20%),

• good (top 40%),

• average, below average

Intellectual skills:

Motivation:

Research potential:

Ability to work in a team:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**About the Referee**

Full name:

Position:

Address:

City:

Nationality:

Phone:

E-mail:

How long have you known the applicant, and in what context?:

In which of the following roles?

€ Teacher

€ Employer

€ Manager

€ Research coordinator

€ Thesis supervisor

€ Other (specify):

Place and date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_