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ISTITUTO NAZIONALE DI ASTROFISICA
ISTITUTO DI RADIOASTRONOMIA

D.D. 451/2017

Selection procedure n. 14/2017/IRA/AR based on qualification and possible interview for the awarding of one research fellowship (assegno di ricerca) entitled: "Galactic (sub)millimetre astronomy in the framework of the activities of the Italian node of the European network of ALMA Regional Centres".

THE DIRECTOR

- In accordance with the Statute of the Istituto Nazionale di Astrofisica (INAF), adopted by INAF Board on March 7th, 2011, and entered into force on May 1st, 2011 and subsequent modifications and integrations;
- In accordance with the Regulation of the organization and functioning of INAF, approved with resolution n. 44/2012 by INAF Administrative Council on 21 June 2012 and become active on 21 July 2012, and subsequent modifications and integrations;
- In accordance with the INAF Personnel Regulation, approved with resolution n. 23/2015 by INAF Administrative Council on 11 May 2015, published on GURI "Serie Generale" n. 253 on 30 October 2015, and adopted on 1 November 2015;
- In accordance with Italian Law n. 240, of 30 December 2010, Article 22 on the assignment of research fellowships, and subsequent modifications and integrations;
- In accordance with the INAF Regulations for the awarding of research fellowships approved by INAF Administrative Council on 22 June 2011 and adopted on 1 July 2011, and subsequent modifications and integrations;
- In accordance with the request by Dr. Jan Brand "Primo Ricercatore, II liv." at INAF, prot. IRA 1110/2017 dated 14 December 2017;
- Ascertained that financial coverage is granted with assigned funds on OF 1.05.03.10.02 "ARC - ALMA Regional Centre", 1.01.01.01.009 "Research Grants (Assegni di Ricerca), CRAM 1.19.001 IRA

DECREES

Art. 1 – Research project

A selection based on qualifications, possibly integrated by an interview, is open to award one research fellowship, funded under the project "ARC- ALMA Regional Centre" entitled "Galactic (sub)millimetre astronomy in the framework of the activities of the Italian node of the European network of ALMA Regional Centres".

The awarded fellow is expected to carry out a research programme in the field of observational galactic (sub)millimetre astronomy or theoretical astrophysics, related to the scientific objectives of ALMA, and on topics of interest to the Italian node, in particular astrochemistry and star formation. The fellow is furthermore expected to participate in the ALMA-related activities that the node performs for the astronomical community and the ALMA project.

The Italian ARC is hosted by the Istituto di Radioastronomia in Bologna. Details on the activities of the institute and the ARC can be found at <http://www.ira.inaf.it> and <http://www.alma.inaf.it>

Art. 2 – Requirements

In order to participate in the selection, applicants must possess, on pain of exclusion, the following requirements:

- PhD degree in Astronomy or Physics awarded by an Italian or by a foreign University/Institute
or
Degree in Astronomy or Physics which would formally entitle for the admission to a doctorate awarded by an Italian university or by a foreign university, with at least three years of documented experience in scientific or technological activities (including any years spent as Ph.D. student).

For the sole purpose of the present selection, the equivalence of any qualifications obtained outside Italy with the corresponding Italian qualifications will be established by the selection Committee.

Applications will be further evaluated on the basis of the following selection criteria:

- demonstrated research activity in observational galactic (sub)millimetre astronomy and/or theoretical astrophysics;

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- demonstrated research activity in astrochemistry and/or star formation;
- Involvement in research or development activities with ALMA or other interferometers (preferential);
- Knowledge of the Python programming language and object-oriented programming (preferential).

Art. 3 – Application procedure

Applications must be submitted in English, by e-mail with acknowledgement of receipt to the following email address: concorsi@ira.inaf.it

Applications are to be submitted by and not after midday (UT) on 15 January 2018. Late submissions will not be considered. Applications which are not consistent with the attached forms (Annexes 1,2) or without the applicant's signatures will be excluded from the selection procedure.

The application must be delivered reporting in the e-mail subject "Selection procedure 14/2017/IRA/AR".

Applicants must state clearly and precisely in the application form (Annex 1), under their own responsibility, aware that false declarations are punishable by law and that the Administration will carry out random checks on the accuracy of the declarations made by candidates:

- name(s) and surname, date and place of birth, nationality, place of residence and address for correspondence;
- that the applicant satisfies all the requirements described in article 2 of this Call;
- that the applicant is aware of the restrictions described in article 4 of this Call.

The lack of any of the above mentioned declarations will determine the exclusion from the selection procedure for incomplete application.

For the selection purposes applicants:

- shall directly state any academic qualifications in the application form (Annex 1);
- EU citizens, and non-EU citizens residing outside Italy, if successful, must produce originals or suitably certified copies of academic qualifications obtained outside Italy.

The following documents have to be submitted:

- Annex 1 "Application form", signed and dated by the applicant;
- Annex 2, signed and dated by the applicant;
- copy of a valid identity document (ID card or passport);
- Curriculum vitae, signed and dated by the applicant, providing evidence of possession of the titles and the skills required to carry out the research as well as a list, if applicable, of grants and fellowships held in the past and a statement of research interests;
- publication list;
- any other qualification, working task, research activity for public and private institutions and publications that the applicant deems appropriate to submit.

Applicants should also arrange for two letters of recommendation by persons familiar with their work, to be sent separately to the email address concorsi@ira.inaf.it, by and not after midday (UT) on 15 January 2018.

Applicants are admitted for selection with reservation and may - at any time - be notified of exclusion from the selection procedure for the following reasons:

- submission of the application after the deadline;
- failure to complete and sign the application forms (Annexes 1 and 2);
- failure to sign the curriculum vitae;
- lack of requirements indicated in paragraph 2;
- lack of the copy of a valid identity document;
- any other case of violation of the provisions of the notice.

Should the reasons for exclusion be ascertained after completion of the selection procedure the applicant will lose any right deriving from participation in the selection procedure; similar loss will be applied to applicants providing any false statement or document.

INAF accepts no responsibility for lost applications or documents where this is due to the applicant having provided incorrect contact details or having failed or delayed in notifying any changes to these details.

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Art. 4 – Ineligibility and incompatibility with other funding

Full professors, associate professors and “ricercatori” in Italian universities and employees of Italian research public institutions are all excluded from entering the competition.

The grant cannot be held at the same time with attendance at academic courses as those that formally give access to a doctorate, as well as with attendance at PhD courses with fellowship.

The grant cannot be held contemporarily with other fellowships of whatever kind, except those awarded with the aim of integrating the training or research activity of the fellowship holder through a period spent abroad.

Aggregation of income from working activities, also part-time, carried out continuously is not accepted. Instead, limited self-employed occasional work is compatible with the grant, only if this is not prejudicial to the research activity carried out for INAF. This must be authorized in advance by the Director of INAF Istituto di Radioastronomia.

Retired persons are not eligible for the Research fellowship.

Applicants who have held Research fellowships under article 22 of Italian Law 240/2010, amended by Law 11/2015, for a total period exceeding six years including extensions are excluded from the selection. When formally accepting the grant, the successful applicant will issue a declaration of absence of inadmissible cumulating of grants/fellowships.

Art. 5 – Duration of the Research fellowship

The Research fellowship is expected to begin in approximately March 2018. The exact initial date could be reasonably modified if required / agreed upon by the supervisor, by the completion of administrative procedures and/or for the cases mentioned in art. 10 of this call.

The grant has a duration of 2 years (1+1). An extension may be possible depending on performance, and availability of funding.

Art. 6 – Host Institution

The fellow will carry out the research at INAF Istituto di Radioastronomia Bologna.

Art. 7 – Salary amount

The gross annual salary will be 28.000,00 Euro. This amount is net of burdens to be charged to INAF IRA, social charges and will be paid in deferred monthly instalments. Travel expenses are not included and will be covered by the Italian ARC and Istituto di Radioastronomia on availability.

Applicable fiscal rules are the provisions of art. n. 4 of Italian law n. 476/1984 and subsequent modifications and integrations. Applicable social security rules are art. n. 2, paragraph 26 and following paragraphs of the Italian law n. 335/1995 and subsequent modifications and integrations. Applicable rules for obligatory maternity leave are provided in the Decree of the Ministry of Labour and Social Security dated 12 July 2007, published in the “Gazzetta Ufficiale” n. 247 dated 23 October 2007. Applicable rules for sick leave are provided by art. n. 1, paragraph n. 788 of Italian law n. 296 dated 27 December 2006 and subsequent modifications. During the period of obligatory maternity leave the allowance paid by INPS (Italian national institute for social security) according to art. n. 5 of the above Decree dated 12 July 2007 is supplemented by INAF up to the total amount of the grant. The period of obligatory maternity leave will not contribute to the duration of the grant foreseen by the contract.

The recipient of the fellowship will be requested to have a personal accidents insurance for the duration of the fellowship.

Art. 8 – Selection Committee and selection procedure

The selection will be performed by a Selection Committee appointed by the Director of INAF Istituto di Radioastronomia and is composed of 3 members.

The selection is based on qualifications possibly integrated by an interview. The Selection Committee can establish a short list of the eligible applicants to be interviewed, on the basis of qualifications and documented experience in scientific or technological activities on the specific subject of the research fellowship. All the stages of the selection procedure (e.g. meetings of the Selection Committee, interviews and so on) can be performed also using electronic devices for the communications.

Applicants selected for the interview will be summoned with 15 days notice by e-mail with acknowledgement of receipt, containing the individual score for qualifications.

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The total ranking score is 100 points, of which 70 points is the maximum score for qualifications and 30 points is the maximum score for the interview (possible).

At the end of the selection procedure the Selection Committee will draw up the ranked list.

The approval decree of the selection procedure and the ranked list will be published on the following website www.ira.inaf.it

Art. 9 – Awarding of the fellowship

The highest-ranked candidate will receive written notification of award of the research fellowship.

Within 10 days from receipt of the formal notification of the award she/he must provide a formal declaration of acceptance of the research grant. The declaration will also state that she/he is not subject to any of the exclusion conditions listed in article 4 of this Call.

If the candidate does not provide declaration of acceptance within a time limit of 10 days, she/he will surrender his/her entitlement to the research fellowship and it can be awarded to the next ranked candidate.

Under no circumstances the signing of the contract starts a subordinate employment relationship or ensures any rights to access to permanent INAF staff positions.

Art. 10 – Fellowship obligations

The holder of the fellowship:

- will start the research activity at the date due, as per the contract, at INAF IRA, unless prevented by force majeure or exceptional circumstances, of which the Director of INAF IRA must be timely informed;
- will carry out her/his research activities under the supervision of the scientist in charge of the ARC - ALMA Regional Centre project, Dr. Jan Brand, who is also the local coordinator of the activities, who will also monitor the fellow's progress;
- is required to issue an activity report every 12 months. The activity report will be subject to approval from the scientist in charge of the project and will be transmitted to the Director of INAF Istituto di Radioastronomia. Approval failing, duly reasoned by the scientist in charge, will give INAF Istituto di Radioastronomia the right to terminate the contract;
- is required to send a written note in case of withdrawal, with at least 30 days notice, otherwise the INAF Istituto di Radioastronomia is entitled to retain or request the reimbursement of the salary amount corresponding to the notice time-span she/he has failed to send.

The holder of the fellowship who does not carry out her/his research activity regularly without producing justified reasons or lacks repeatedly to fulfill requirements or, according to the evaluation of the local coordinator of the activities, Dr. Jan Brand, eventually shows evident lack of skills at the planned research activities, will incur the termination of the contract.

Temporary suspensions of the research fellowship are due in case of obligatory maternity leave or in case of illness which lasts longer than one month or for any other serious reason. The reasons for suspending the research fellowship must be proved and certified, and promptly sent to the Director of INAF Istituto di Radioastronomia.

Art. 11 – Proceeding Responsible

The Responsible of this Call proceedings is the Director of INAF Istituto di Radioastronomia.

Art. 12 – Applicable regulation

The INAF Istituto di Radioastronomia shall abide by provisions in force promoting equal opportunities for women and men, non-discrimination and respect of privacy in processing personal data.

For what not explicitly mentioned in this announcement, the INAF Istituto di Radioastronomia shall act in compliance with the regulations in force concerning Italian public selection procedures, when applicable by analogy.

Bologna, 14 december 2017

INAF-Istituto di Radioastronomia
The Director – Dr. Tiziana Venturi