



Project  
funded by the  
**EUROPEAN UNION**



Università per Stranieri  
"Dante Alighieri"

Università per Stranieri "Dante Alighieri"  
Reggio di Calabria

Subject: PUBLIC CALL BY QUALIFICATIONS AND INTERVIEW FOR A FREELANCE COOPERATOR CONTRACT FOR THE ROLE OF A PROJECT MANAGER INSIDE THE STRATEGIC PROJECT "S & T MED Sustainability and Tourism in the Mediterranean", PO ENPI CBCMED 2007/2013 (CUP C38B12000070003).

- Given that** the University is the beneficiary of a portion of the loan allocated to the strategic project "Sustainability And Tourism in the Mediterranean" (MED S & T), included within the Operational Programme ENPI CBC Mediterranean Sea Basin 2007/2013;
- Given** the need to designate an expert as a project manager responsible for all administration and operational activities to be carried out within the project until 31.12.2015, through the activation of appropriate procedures;
- Given that** the internal assessment procedure activated was declared unsuccessful;
- Given** the Legislative Decree no. n. 276 of 10th September 2003, title III: artt.61-69.

**CALLS**

A selection procedure by qualifications and interview for the assignment of n. 1 freelance cooperator contract for the performance of activities related to the figure in question, set by the following items:

Art. 1	Project Activities
1)	The Project Manager is responsible for the coordination of all operational and administrative activities carried out within the project "S & T Med" by the University for Foreigners "Dante Alighieri" in quality of local partner;
2)	He must deal with the technical and organizational management of the project, which includes a part of educational and professional training, as well as the business development, aimed at the achievement of the general objectives of the project (promoting a model of sustainable coastal tourism in 4 target areas Mediterranean - Balearic Islands, Sardinia, Tunisia, Jordan / Gulf of Aqaba) Website PO ENPI CBCMED 2007/2013: <a href="http://www.enpicbcmmed.eu">http://www.enpicbcmmed.eu</a> ;
3)	The PM periodically checks on compliance costs, timing and quality agreed in with regard to actions of the project, as well as he is responsible for relations with other partners and with the Lead Partner, for all the activities schedules; he participates in meetings and conventions in Italy and abroad. He participates in meetings relating to decision-making processes linked to the project, both at central and local level (steering groups, working groups, etc.);
4)	He takes responsibility for the coordination and monitoring on the status of implementation and progress of the project;
5)	The Project Manager oversees the activities of the Office Manager and Local Accountant;







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6)	During the first month of each year, the Project Manager collaborates with the Office Manager and the Local accountant for the preparation of the forecast of annual expenditure and approves it and then forwards it to Lead-Partner/MIF (Monitoring Information System);
7)	Each month, the Project Manager is required to inform the Lead- Partner/MIF (Monitoring Information System) on the financial and procedural progress;
8)	He is required to communicate quarterly and at the end of each year of activity through a dedicated report, periodic results obtained and the progress of the project activities to the University for Foreigners.

Art. 2	Participation requirements
1)	The applicant must comply with the following eligibility requirements:
a)	To be a citizen (or legal person) of a Member State, or of a partner state in accordance with the regulatory provisions of the ENPI programs, or of a state beneficiary of the Instruments for Pre-Adhesion (IPA), or a state belonging to the European Economic Area (EEA) in accordance with the provisions of Article 21 of the ENPI Regulation;
b)	To be in possession of a university degree (old university system) in Economics and Business, Business Administration, Economic Sciences, Management Engineering, or a declared equivalent degree, or be in possession of a bachelor's degree or other equivalent, in the corresponding classes of the new university system . Minimum grade: 100/110
c)	To have experience gained in carrying out job or professional (vocational) activity at least of two years in business field, in research institutions or public or private universities, with particular reference to the coordination and management of educational projects;
d)	To possess an excellent knowledge of English, written and spoken, at least of B2 level (European Framework of Reference for Languages);
e)	To have experience in the design and managing of European projects at public or private universities;
f)	To have knowledge of the EU law and the rules of the ENPI CBC MED programme;

Art. 3	Duration
1)	The assignment will last from the date of appointment until the end of the activities of the Project S & T MED, scheduled for 31/12/2015.







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<b>Art. 4</b>	<b>Submission of the application. Terms and conditions</b>
1)	The application - to be drawn up using the form attached to this notice (All.1), accompanied by curriculum vitae Europass format and a photocopy of a valid ID, both signed by the candidate - should be sent to the University for Foreigners Dante Alighieri, via Del Torrione no. 95- 89125 Reggio Calabria, no later than 12:00 pm of 23 <sup>th</sup> September 2013, according to the following procedures:
a)	Registered mail a/r to the above-mentioned address in a sealed envelope, bearing the words: PUBLIC CALL BY QUALIFICATIONS AND INTERVIEW FOR A FREELANCE COOPERATOR CONTRACT FOR THE ROLE OF A PROJECT MANAGER WITHIN THE STRATEGIC PROJECT "S & T MED Sustainability and Tourism in the Mediterranean", PO ENPI CBCMED 2007/2013
b)	Via certified e-mail (Pec), by the submission of the documents required in paragraph 1 of this Article, scanned and sent in a Pdf format. The e-mail address to be used in order to send this documentation is as follows: protocollo.unistrada @ legalmail.it
c)	Hand delivered in a sealed envelope according to the indications of paragraph 1 of this Article at the Registry Office of this University
2)	Applications received after the deadline will not be taken into account

<b>Art. 5</b>	<b>Examination Committee</b>
1)	Applications received will be reviewed - after evaluation of satisfaction by each applicant of the conditions of eligibility, as indicated in Art 2 of this call - by a special Committee appointed by the Project Responsible, composed of three members, one of whom will act as President, that will be accompanied by a linguistic expert in the phase of the interview.

<b>Art. 6</b>	<b>Assessment</b>	
1)	The Commission disposes of a total of 100 points, distributed as follows:	
a)	Final Degree score:	
1	0.5 points for each point higher than 100/110	up to 5
2	5 points for 110/110 or 110 cum laudem/110	
b)	Post Graduate Training:	up to 12
1	5 points for each year of attendance of PhD on topics consistent with this call	
2	0.5 points for each month of post-graduate training (including apprenticeships and internships) on topics consistent with this call	
3	1.0 point for each month of training conducted at institutions and / or research centers abroad.	







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c)	Publications, participation in conferences, dissertations on topics related to the reference profile:	up to 18
	1 5 points for each publication in international journals	
	2 2 points for each publication in national journals	
	3 3 points for each documented participation in international conferences	
	4 2 points for each documented participation in national conferences	
5 5 points for master's degree thesis or equivalent.		
e)	Work experience and / or research consistent with the required profile	up to 35
	1 2 points for each month of experience in the coordination of training activities in universities	
	2 1 point for each month of experience in the design and managing of European projects at public or private universities;	
3 1 point for each month of work experience exceeding the specific requirement of participation;		
f)	Interview aimed at evaluating the qualifications and professionalism of the applicant as well as the attitude, also through the assessment of work experience possessed, to fulfill the functions covered by the procedure; the interview will be finalized also to evaluate the possession of the required language skills	up to 30

Art. 7	Outcome of the evaluation
1)	The assessment does not give rise to judgments of suitability and does not constitute a list in any circumstances
2)	At the end of the selection procedure, the evaluation Committee shall draw up a reasoned report indicating the results of the external evaluation and identifying the person chosen;
3)	At the end of the selection, the Project Responsible (R.U.P.) will verify the formal regularity of the procedure.

Art. 8	Determining the emoluments and Contract
1)	At the end of the procedure, with the selected cooperator will be drawn up - after obtaining the data needed for tax purposes, social security and welfare - an Collaboration project work contract for a duration included among the date of contract assignment and December 31st, 2015, to a maximum gross amount, including any costs incurred as a result of € 36,000.00







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2)	If the selected employee is an employee of other public administration subject to the authorization in compliance with the rules concerning the authorization as regards to the art. 53 of Legislative Decree no. 165 of March 30 <sup>th</sup> , 2001, he must submit the authorization of the administration of membership before signing the contract;
3)	If need, convenience or opportunity cease, the University may terminate the contract in case of default by the contractor or in case of interruption of project activities not depending on University's decision.

<b>Art. 9</b>	<b>Privacy policy and communications</b>
1)	The applicants' personal data will be processed in printed or electronic form, for the sole purpose of this procedure in accordance with Decree 196/03.
2)	This call will be published through the University website (www.unistrada.it) in the "Calls and Decrees" section.

<b>Art. 10</b>	<b>Referall regulations</b>
1)	For matters not covered by present Call, reference is made to the legislative provisions in force.

Reggio Calabria, 13th September 2013



The Project Responsible  
Prof. Salvatore BERLINGÒ

