

Attached to Rectoral Decree number. n. 129 of 10th June 2011

***Regulations regarding hiring of Researchers with Grants, by Università
Commerciale Luigi Bocconi according to the Law 30th December 2010
number 240.***

CHAPTER I GENERAL RULES

Article 1

- 1.1 These regulations govern the hiring procedures regarding Researchers with grants by Bocconi University.
- 1.2 Definitions in this document are intended as follows:
 - a. for “**University**”, Università Commerciale “L. Bocconi”;
 - b. for “**Hiring**”, the selection method used for Researchers of the University, governed by these regulations;
 - c. for “**Hiring Committee**”, the Committee of the department or Research Center commissioned every two years, to carry out the evaluation of Researchers and Post-doc candidates presented to fill the vacancies publicized;
 - d. for “**Researcher with Grant**” the non tenured faculty commissioned to carry out research according to ex art. 22, of the law 240/2010;
 - e. for “**vacancy**” a position as Researcher with Grant, as planned for in the organigram of the Department or Research Center at the time of the vacancy request. The position must be available and paid for through public or private funding

CHAPTER II HIRING AND STATUS

Article 2 – Activation of the Procedure

- 2.1 Within the limits of the budget assigned by the University Board and based on their research requirements, the Departments can ask the Faculty and Research Division to publish a job advert for a Researcher with grant. These positions will be filled by a fixed term private law collaboration contract for each project, with fiscal exemptions according to ex article 4 of the law 476/1984, divided by scientific field. The positions must also be fully publicized both nationally (on the ministry website) and internationally.
- 2.2 In the same way, Research Centers can ask for a job advert to be publicized to fill places as Researchers with grants for research projects, within the limit of available places financed by private, public or self financing funds.
- 2.3 It is also foreseen that adverts will be published for Researchers with grants for Bocconi PhD Candidates, within the budget limits of the University Board (ex. art. 22, 5th comma).
- 2.4 Recruitment will be exclusively carried out via National and International Job Markets using the methods described in chapter II.

The job advert must include:

- a. *the contract type*: contract as Researcher with grant, ex art. 22 of the Law 240/2010;
- b. *the duration of the contract*: between one and three years, renewable, with a maximum duration of four years;

- c. *starting date*: usually from the first day of the subsequent month after the selection procedure has terminated;
- d. *Department of referral*;
- e. *Competition Sector* (see Italian Ministerial list) as well as the profile requested by Scientific Sector – for each place available (type a) or specific research program financed by public, private, National or International body (type b);
- f. *The requirements, methods and deadline* for participation in the selection procedure.

The advert must also show the salary and social security details, which cannot be less than the amount fixed by the Ministry of Education with the 7th comma of article 22 of the Law 240/2010.

- 2.5 The Job advert must be publicized on the University, Italian Ministry and European Union websites. Bocconi University will also publicize the advert on the main International *job opening* sites.

Article 3 – Requirements for applying

- 3.1 The job advert may contain the obligatory pre-requisite of a PhD, in this case only candidates with a PhD or equivalent, carried out in Italy or abroad can apply for a grant. For the scientific field of law (Department of Law) candidates can have an LLM or a SJD diploma instead of a PhD. If the job advert does not contain these requirements, obtaining these qualifications as a PhD Candidate constitutes a preferential requirement in order to obtain a research grant.
- 3.2 For the adverts referred to in article 2.3 of this document, an obligatory pre-requisite must be the status of PhD candidate of Bocconi University.
- 3.3 Conferral of the research grant is incompatible with any form of employment or any simultaneous use of grant for specialization school or post-doctorate grants. If the candidate covers any other posts, the candidate must attach a declaration specifying the type of activity undertaken and the commitment to give up the employment if conferred the grant due to incompatibility, according to the previous paragraph. Finally, if the candidate has benefitted from any previous grants including non-consecutive contracts, they must attach a self-certification detailing the activity carried out, duration and name of the University.
- 3.4 Relations or kin, up to and including 4th grade, with a professor who is part of the Department asking for the vacancy, as well as the Rector, General Director or a component of the University Board cannot apply.
- 3.5 Having a Research Grant is not compatible with participation in bachelor, masters or PhD courses in Italy or abroad and will lead to being put on leave without payment for any public employee.
- 3.6 The total duration of any post-doc contract and any other fixed term contracts referring to article 24 of the law 240/2010, including those with different universities, cannot, in

any case exceed twelve years, even if they are not continuous. Time off for health or maternity reasons is not counted as part of the twelve years.

Article 4 – Deadline and methods for application

- 4.1 Applications must be sent electronically via e-mail to the address shown in the advert using the forms attached to the advert. The application deadline cannot be less than 20 days from the publication date on the University website and of that of MIUR and of the European Union.
- 4.2 Together with the application, each candidate must send electronically:
 - a. A scientific curriculum in pdf;
 - b. A list of qualifications and publications in pdf;
 - c. Certificates, publications and research papers which the candidates intend to submit for evaluation (in pdf)
 - d. Research project in pdf format/word (for type “a” adverts).

Article 5 – Candidate selection procedure and general evaluation criteria

- 5.1 In order to carry out the selection, each Department will use a Judging Committee, named by the Academic Board based on the proposal of each Department Director, which remains for a two year period according to the duration of the Rectoral mandate.
- 5.2 The Judging Committee, will evaluate the candidates and draw up a ranking list on the basis of points attributed. The Judging Committee has 100 points available: 30 points for CV and academic qualifications; 30 points for the scientific publications presented as well as the research project presented (where necessary) and 40 points for the interview. The results will be published on the University website.
- 5.3 The interviews can be organized using “conference calls”. It is also possible that the interviews based on scientific qualifications and research project can take place in a classroom or University room, communicated at least 7 days beforehand via e-mail. The interview is open to the public.

Article 6 – Drawing up the contract

- 6.1 Each winning candidate will receive a written communication with the grant contract that should be duly signed before the deadline of 15 days after receiving the letter.
- 6.2 The grant cannot be shared. If for any reason the researcher stops receiving the grant, they cannot be substituted by other candidates who have not won the grant.

Article 7 – Rights and Duties of the Grant Winner

- 7.1 The grant will run from the first day of the following month following the competition. Conferral of the grant implies a commitment to undertake research, study and preparation to complete the research activity in particular in their chosen scientific field

for at least four days per week.

- 7.2** Within the normal obligations of a researcher with grant are:
- Research activity covered by article 1 of this document, as well as additional programs carried out by the Department and under the direction of the Tutor of referral, who will check the activity carried out.
- 7.3** All other work outside of the four days must not conflict with that of the researcher of Bocconi University. A judgment of these circumstances will be made by the Department Director, having consulted the Tutor of referral. Such circumstances will lead to the ending of the assignment of the grant.
- 7.4** Stays abroad for study reasons, should be approved by the Rector beforehand, by means of a formal assessment by the Department Director, having conferred with the Tutor of referral.
During these periods payment of the grant can be suspended or reduced.
- 7.5** The conferral of a research grant does not constitute an employment contract and does not confer any rights to teaching roles within the University.
- 7.6** The amount of the research grant is explained in the job advert and cannot be less than the minimum amount established by law. In the absence of new ministerial measures, the amount will be established by the University and any additions deriving from ministerial regulations adopted before the job advert, will be made.
- 7.7** The amount is exempt from income tax according to art. 4 of the Law 13th August 1984, n. 476 and successive changes and additions and subject to social security provision according to art. 2, comma 26 and the following Law 8th August 1995, n. 335 For maternity leave, the measures laid out by the Decree by the Ministry of Work and social security provisions of 12th July 2007, published in the Gazzetta Ufficiale n. 247 of 23rd October 2007, and regarding sick leave the following law applies, art. 1, comma 788, of the Law 27th December 2006, n. 296 and successive modifications and additions.
- 7.8** If a researcher is on obligatory maternity leave, minimal payments will be made by INPS (National insurance) and a top-up payment will be made by Bocconi University up to the entire monthly amount of the grant.
- 7.9** The University will provide insurance for risks of injury and civil responsibility.
- 7.10** Payment of the Research grant is carried out in back dated monthly payments, upon presentation of a payment request before the tenth day of each month, which must be signed by the Tutor of referral with the scope of checking the activity undertaken.

CHAPTER III TRANSITION RULES

Article 8 – Transition Rules

- 8.1** The University allows for the possibility to renew or extend Research grants according to the pre-existing regulations referring to article 51 of the Law 27 December 1997, n. 449 with the same economic conditions, following a positive evaluation by the relevant Department and within the maximum duration of the Research grant of 4 years.
- 8.2** Research Grant contracts according to the ex article 22 of the Law 240/2010 cannot be given to anyone who already has a contract based on article 51 of the Law 449/1997, with Bocconi University or any other Italian University, for a total duration of not more than 4 years.

Article 9 – Effective Date

- 9.1** These current rules, will be effective from the day after the Rector's decree is published on the University website.