

**CALL FOR THE SELECTION OF STAFF**  
**LUMSA INVESTMED Procedure No. 4/2022 - Human Resources**  
**(Research Fellowship in SECS-P/01)**

**Art. 1 - Purpose of the Call**

LUMSA, partner of the project “InNoVativE Sustainable sTart-ups for the MEDiterranean (INVESTMED)”, No. B\_A.1.1\_0065, co-financed under the 2014-2020 Programme “ENI CBC Mediterranean Sea Basin”, announces a grant for a research fellowship in the scientific disciplinary sector SECS-P/01 “Political Economy”, for the implementation of project activities. The costs related to the research fellow are to be considered a “staff cost” within the project budget.

**Art. 2 - General objective of the Project**

The “InNoVativE Sustainable sTart-ups for the MEDiterranean (INVESTMED)” project, to be activated in Italy, Spain, Greece, Tunisia, Lebanon and Egypt, aims to create, in Egypt, Lebanon and Tunisia, a favourable environment for recently established start-ups and micro and small-medium enterprises (MSMEs), so that they can respond effectively to regional challenges, in particular those concerning the high levels of unemployment among young people and women in particular. More specifically, access to risk capital and new markets will be facilitated for such parties through capacity building, coaching and campaigns for the protection of intellectual property.

**Art.3 - Objective of the Grant**

In coordination with the LUMSA representatives, the selected person will be responsible for monitoring the project and the following activities:

- A lesson on the subject of Mission and Vision in sustainable companies.
- A lesson on the subject of introduction to the business model canvas.
- A lesson on the subject of SWOT Analysis
- Coaching e mentoring of 21 students of SBM training from Egypt, Lebanon and Tunisia and accompaniment of mentees towards the INVESTMED Summer school
- Management of international relations with project partners;
- Regular reporting, as required by the project’s Grant Agreement and by the other agreements with the partnership.

**Art. 4 - Admission requirements**

The Call is addressed to individuals.

General Requirements

General Requirements (Arts. 106-107 Reg. EU 966/12)

Special Requirements

- maximum age: 40 years;
- master's degree in socio-economic or scientific disciplines, or of a similar academic qualification obtained abroad recognized as equivalent to the aforementioned Italian degree only for the purpose of admission to the selection by the Commission of selection;
- to the citizens of a country other than those of the European Union, or with which the European Union itself has stipulated free circulation agreements, have requested or be in possession of a regular residence permit for self-employment that covers the entire duration of the research fellowship; failure to possess the residence permit at the time of signing the contract will result in the forfeiture of the right to sign the contract;
- a scientific-professional curriculum suitable for carrying out the research activities described in art. 1, with the exclusion of permanent staff of universities and research bodies referred to in paragraph

1 of art. 22 of Law no. 240 of 2010. The suitability for carrying out research activities is certified by the candidate's participation as a speaker at international conferences.

- Knowledge of English to at least level C1 and knowledge of French at least level B1 of the Common European Framework of Reference for Languages (CEFR).

The following preferential criteria are apply:

- With reference to the last six years, documented work experience with interlocutors in Africa and Middle East;
- Documented knowledge and skills in the field of training, development and sustainable management evidenced by previous experience in business modelling, assistance in the development of new business ideas at an international level, acceleration and incubation of existing companies
- knowledge of a third foreign language including Spanish, Greek and Arabic
- a documented ability to adapt to multicultural environments;
- knowledge and use of IT tools.

The requirements must be possessed by the Candidate at the time of submission of the application form and for the entire duration of the relationship, under penalty of exclusion from the procedure and legal termination of the contract.

#### **Art. 5 - How to participate and selection criteria**

The Candidate must send the application form (see Annex 1) accompanied by an identity document, a dated and signed curriculum vitae and the required annexes, by 28/ 11/ 2022 at 24:00, exclusively by electronic means to the certified e-mail address: [ricerca.lumsa@pec.it](mailto:ricerca.lumsa@pec.it).

The subject line of the e-mail must contain the following: "Selection for the SECS-P/01 INVESTMED Project Research Fellowship"

The application must be prepared in electronic format (PDF) and holographically signed (scan of the paper document).

All candidates who have submitted their application by the deadline will be invited to an interview.

LUMSA will evaluate all applications regularly received within the established deadline on the basis of the following criteria and relative scores:

#### Evaluation of qualifications

<b>Qualifications</b>	<b>Profile evaluation criteria</b>	<b>Score</b>
Professional	A. Previous experience gained in the last 6 years in the field of training, development and sustainable management highlighted by previous experience in business modelling, assistance in the development of new entrepreneurial ideas at an international level, acceleration and incubation of existing companies: 4 points per year up to a maximum of 20 (they will be valorised at most 6 years). The experiences carried out in the same periods will not be cumulative	0 - 24

Cultural	B. Evaluation of the qualification held:  a) Coherence of the Master's degree with respect to research topics: max. 2  b) Phd: max. 1.  c) specialist post-graduate training in subjects pertaining to selection (I or II level university master): 0.50 points each. up to a maximum of 1 point	0 - 4
Linguistic	D. Knowledge of English:  over C1 - max. 2 points	0 - 2
Research project	Relevance to the topic covered by the research programme: max. 17 points	0 -17
Publications	Relevance to the subject matter of the research program : max. 13 points	0 - 13

#### Evaluation of the interview

Profile evaluation criteria	Score
Presentation clarity: max. 7.5	0 - 7.5
Relevance of experiences to the activities covered by the assignment: max. 12.5	0 - 12.5
Specialist skills relevant to the activities covered by the assignment: max. 12.5	0 - 12.5
Availability of the Candidate to carry out the assignment in the envisaged time and manner, and to fulfil any other project needs: max. 7.5	0 - 7.5

The final candidate score is calculated as the sum of the above evaluations. The maximum score that can be attributed is 100 points (one hundred/00).

#### Art. 6 - Duration of the assignment and economic information

The candidate identified by LUMSA will be hired with a research grant contract stipulated on condition that the University receives the financing referred to in Art. 1.

The duration of the assignment is bound to the duration of the Project

The total remuneration envisaged for the reference period, according to the project budget, is equal to Euro 23,784.61 gross of social security contributions and taxes.

Point of contact

For any requests for clarification or further information, the following e-mail contact is provided:

[f.canade@lumsa.it](mailto:f.canade@lumsa.it).

## ANNEX A

### APPLICATION FORM - LUMSA INVESTMED Procedure - (Grant Contract No. B\_A.1.1\_0065) - No. 4/2022 - Human Resources (Research Fellowship in SECS-P/01)

To the Rector of the university Libera Università SS. Assunta (LUMSA)  
Borgo S. Angelo, 13  
00193, Rome, Italy

The undersigned ..... born in ..... (...), on ....., resident in ..... (...), Street ....., Tax Code .....,

as Candidate for the position in question  
(hereinafter referred to as the "Candidate")

APPLIES

to be admitted to the selection procedure and to be aware of the responsibility established by law in case of false or misleading declarations (Art. 46 and 47 Italian Presidential Decree of 28th December 2000, No. 445, as amended), under the Candidate's own personal responsibility, and

DECLARES

**(A) to be in possession of the General Requirements indicated in the Call, and, in particular:**

- to not have been subjected to preventive or informative measures as per Italian Legislative Decree of 6th September 2011, No. 159, as amended (the so-called Anti-Mafia Code);
- to not be in a situation of conflict of interest at the moment of assuming the assignment;
- to not be guilty of misrepresentation in providing the information requested for the purposes of participation in the procedure and to not have failed to provide relevant information for such purposes;
- to not be in any of the situations of exclusion referred to by Article 106, Paragraph 1, of Reg. (EU, Euratom) No. 966/19, in particular:
  - a) [if applicable] to not be involved in proceedings of bankruptcy, liquidation, receivership, arrangement with creditors, cessation of business or in any other similar situation resulting from proceedings of a similar nature;
  - b) to not have been the recipient of convictions for any crime involving professional misconduct, or, in the case of a legal person, to not have been subject to the powers of representation, decision or control of the recipient of such a conviction;

or, as applicable,

b) to not have been the recipient of any criminal conviction;

c) to not have committed serious errors in the performance of their professional or entrepreneurial activity (e.g. contractual terminations for non-fulfilment, the application of penalties, disciplinary actions, administrative sanctions by supervisory or control bodies)

or, as applicable,

c) to not have incurred in the performance of their professional or business activities the following situations (indication of previous professional events that may lead to doubts about the reliability of the Candidate to carry out the assignment correctly)

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- d) to have complied with obligations relating to the payment of social security, welfare contributions, taxes and duties (for this purpose, the relevant Contribution Regularity Document and the Tax Regularity Document, issued by the relevant social security institution and Revenue Agency, are attached);

- e) to not have been the recipient of convictions for fraud, corruption, participation in a criminal organization, money laundering or any other illegal activity involving the financial interests of the European Union, or, in the case of a legal person, to not have been subject to the powers of representation, decision or control of the recipient of such a conviction;

or, as applicable,

e) to not be subject to any administrative sanction referred to by Article 109, Paragraph 1, of Reg. (EU/Euratom) No. 966/12.

**(B) to be in possession of the following Special Requirements indicated in the Call, and, in particular:**

- 1) to have a degree in ..... and to have obtained it on ..... at the University of ..... with the final grade of .....
- 2) to have the following qualification in ..... achieved on ..... at .....
- 4) to be in possession of the other requirements indicated in Art. 4 of the Call;
- 5) to undertake to promptly notify any change in residence or address;
- 6) to be aware of all the rules referred to in the Call;
- 7) to have knowledge of English up to at least level B1 of the Common European Framework of Reference for Languages;
- 8) to not have a degree of consanguinity or affinity, up to and including the fourth degree, with any professor, the Rector, the General Director or a member of the Board of Directors of the University.

**The requirements must be possessed by the Candidate at the time of submission of the application form and for the entire duration of the relationship, under penalty of exclusion from the procedure and legal termination of the contract.**

(C) to accept the conditions of the performance of the assignment, in compliance with relevant national and European Union legislation;

(D) to give consent to the processing of personal data pursuant to EU Regulation No. 2016/679.

Date and signature \_\_\_\_\_

Attached:

- Signed, original front and back copy of a valid identity document;
- Professional/scientific curriculum vitae;
- Research plan consistent with that stated in the subject of the assignment;
- List of publications and documents certifying the qualifications presented;
- Copy of the doctoral thesis (if a doctoral degree required) and copy of the publications, certificates and any other qualification that may be evaluated or deemed useful to prove specific personal qualifications in relation to the research project.

ANNEX B  
PRIVACY POLICY

**Information on the processing of personal data  
Notice pursuant to and for the purposes of Article 13, Reg. (EU) 2016/679.**

**THE DATA CONTROLLER**, pursuant to Arts. 4 and 24 of Reg. UE 2016/679 is LUMSA Libera Università Maria Ss. Assunta, with registered office in Via della Traspontina, 21, Rome, Italy, in the person of the Chairman of the Board of Directors.

**A DATA PROTECTION OFFICER**, pursuant to Arts. 37 - 39 of Reg. EU 2016/679 has been appointed by LUMSA and may be contacted via the e-mail: [dpo.lumsa@dpoprofessionalservice.it](mailto:dpo.lumsa@dpoprofessionalservice.it)

Purpose of the processing	Legal basis of the processing	Data retention period
Participation in the comparative evaluation procedure based on qualifications and interviews for the awarding of a research grant	Art. 6 Par. 1, Lett. b) Pre-contractual measures	The personal data indicated in selection procedure rankings, applications and other documents regarding the Call will be kept for 10 years following termination of the relationship or for the time required by law in relation to non-contractual and contractual issues that may arise.

**Data provision**

The provision of the data is mandatory for the purposes of evaluating the requirements for participation in the selection, under penalty of exclusion from the selection procedure.

**Recipients**

In order to comply with existing contracts or related purposes, the personal data will be shared with third parties belonging to the following categories: parties who provide services for the management of the information system used by LUMSA Libera Università Maria Ss. Assunta and telecommunications networks; platform managers for such services (e.g. site hosts); competent authorities for the fulfilment of legal obligations or the provisions of public bodies, upon request; departments of the University for institutional purposes or for compliance with legislative obligations; members of the Evaluation Commissions; certifying administrations in reference to the control of self-declarations, pursuant to Italian Presidential Decree 445/2000. Parties belonging to the aforementioned categories may perform the role of data processing officer, or operate in total autonomy as separate data controllers.

**Data transfer to a third country or international organization**

The personal data provided will not be transferred outside the European Union. If the Data Controller were to transfer data outside the European Union, such transfer shall only be made by the data controller after informing the Data Subject, as per Articles 44 et seq. of EU Regulation 2016/679 "General principle for transfers".

**Rights of the Data Subject | Complaint Control Authority**

The Data Subject may assert the rights expressed by Articles 15, 16, 17, 18, 19, 20, 21 and 22 of EU Regulation 2016/679, by contacting the Data Controller via e-mail at the address [privacy@lumsa.it](mailto:privacy@lumsa.it), or by contacting the Data Protection Officer at [dpo.lumsa@dpoprofessionalservice.it](mailto:dpo.lumsa@dpoprofessionalservice.it). The Data Subject has the right, at any time, to request the Data Controller for access to the personal data for correction, deletion or limitation of its processing.

Without prejudice to any other administrative or judicial recourse, if the Data Subject believes that the data processing violates the provisions of EU Reg. EU 2016/679, pursuant to Art. 15, Letter f) of the aforementioned Reg. 2016/679, the Data Subject may lodge a complaint with the Guarantor for the Protection of Personal Data.  
In the cases provided for, the Data Subject has the right to the portability of the personal data, which the Data Controller shall provide in a format that is structured, commonly used and machine-readable.

**Modifications to the Privacy Policy**

The Data Controller reserves the right to modify, update, add or remove parts of this Privacy Policy at its discretion and at any time. In order to facilitate verification, this notice shall contain an indication of the update date. Update date: 06 March 2019

The undersigned acknowledges and accepts that personal data transmitted with the application to participate in the selection procedure will be processed for the purposes of managing the selection procedure and for statistical purposes.

Date .....

Signature .....



ANNEX C (if applicable)

Facsimile of SELF-CERTIFICATION (Art. 46, Paragraph 1 of Italian Presidential Decree No. 445/2000, as amended) and SELF-CERTIFIED AFFIDAVIT (Art. 47, Paragraph 1 of Italian Presidential Decree No. 445/2000, as amended)

The undersigned with SURNAME .....

NAME ..... TAX CODE .....

BORN IN ..... PROVINCE/COUNTY..... ON..... SEX ..... CURRENTLY RESIDING IN  
.....PROVINCE/COUNTY.....ADDRESS.....NO.....PHONE  
.....,

aware that false declarations are punishable under the Italian Penal Code and special laws on the matter,

DECLARES:

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.....

Date .....

Signature.....