



OSSERVATORIO ASTRONOMICOMI DI PADOVA

D.D. N. 34/2017

*Selection procedure based on qualification and possible interview for one postdoctoral research fellowship (Assegno di Ricerca, Categoria A) as part of the science project:
Validation and scientific exploitation of the Catalog of the Gaia Mission*

THE DIRECTOR OF THE “OSSERVATORIO ASTRONOMICOMI DI PADOVA”

Taking into account	the INAF Statute, approved on 7 March, 2011, and effective as of 1 May 2011;
Taking into account	the INAF “Disciplinare di organizzazione e funzionamento (DOF)”, approved by CDA, decreto # 44, date 21.06.2012;
Taking into account	Italian Law n. 240, 30 Dec 2010, and its art. 22;
Taking into account	Italian Law n. 11, 27 Feb 2015, and its art. 6 c 2-bis;
Taking into account	DM M.I.U.R.9.3.2011, and its art. n. 102
Taking into account	the “Decreto Legislativo 4 giugno 2003, n. 138 - Riordino dell’Istituto Nazionale di Astrofisica (INAF)” published on G. U. n.140, 19 June 2003;
Taking into account	the INAF “Regolamento sull’amministrazione, sulla contabilità e sull’attività contrattuale”;
Taking into account	the INAF “Personnel Rules and Regulations” ;
Taking into account	the INAF Regulations for the awarding of research fellowships;
Given	the request presented by Dr. Antonella Vallenari, for opening the procedure for awarding a research fellowship of 12 months (possibly renewable) as part of the Science Project “ Partecipazione Italiana al DPAC: Missione Gaia, WP-T-947-Validation “ and “WEAVE”
Given	that the financial coverage of the fellowship is granted by the funds 1.05.04.05.04 (Gaia), 1.05.03.04.05 (WEAVE), 1.05.01.01 (Ricerca di Base), capitolo 1.01.01.01.009 “Assegni di ricerca”, Centro di costo 1.03 (INAF-Osservatorio astronomico di Padova)

DECREES

Art. 1 – Research project

A selection based on titles and qualifications, possibly integrated by an interview, is open to award one research fellowship, “Assegno di Ricerca – Tipologia A”, category POST-DOC, entitled:
“Validation and scientific exploitation of the Catalog of the Gaia Mission”

Gaia is an ESA cornerstone mission that will deliver astrometry, photometry, and astrophysical parameters for a billion objects in our Galaxy and Local Group. The first Gaia data release already took place, while the second data release is planned by April 2018.

More in detail the successful applicant will be working on:

- Validation of the Gaia Catalogue before data release focussing on open and globular clusters as part of the Gaia WP-T-947 (WP leader: dr. Antonella Vallenari);
- Scientific exploitation of Gaia data in relation with the WEAVE project.

Art. 2 – Requirements

In order to participate to the selection, applicants must fulfil the following requirements – at the deadline of the application – under threat of being excluded:

- PhD degree in Astronomy or Physics or equivalent, obtained from an Italian or foreign university or, equivalently, university pre-doctoral degree in the same fields plus 3-year post-graduate research experience;
- Good command of the English language.

Art. 3 – Application procedure

Applicants should send by registered mail to the postal address of Osservatorio Astronomico di Padova a printed copy of the application, properly signed. Please quote reference “Assegno di Ricerca - D.D. 34/2017” on the postal envelope.

Alternatively applicants can present in person their application to Osservatorio Astronomico di Padova, during office hours (Monday-Friday, 9:00-13:00)., or send a pdf application with electronic signature to the address inafoapadova@pcert.postecert.it with the subject “Assegno di Ricerca - D.D. 34/2017”.

Applications received **before April 18th, 2017** will be taken into full consideration.

A. The applicant must state clearly and precisely in the application form, under his/her own responsibility:

- name(s) and surname, date and place of birth, nationality, place of residence and address for correspondence;

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Osservatorio Astronomico di Padova
Vicolo dell'Osservatorio, 5
35122 Padova

- that he/she satisfies all the requirements described in article 2 of this Call;
- that he/she is aware of and is not ineligible under any 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.

B. The applicant should send the following documents:

- (1) Complete Application Form, as provided in attachment to this announcement;
- (2) Curriculum vitae, **signed and dated by the applicant**, detailing on past experience on the subject of this fellowship;
- (3) Statement of research interests and qualifications;
- (4) List of publications and/or any other title deemed relevant for the application;
- (5) Copy of a valid identity document (ID card or passport);
- (6) The name and e-mail address of two contact persons who may provide reference letters upon request.

In case he/she is awarded the post-doctoral fellowship, the successful candidate will have to provide the INAF-OA Padova administration, before taking up the position, with:

- copy of the PhD certificate or of equivalent foreign academic qualification.

INAF accepts no responsibility for the loss of applications or documents, where due to the applicant having provided incorrect contact details or having failed or delayed in notifying changes of these details, or to problems with postal delivery not due to INAF.

Art. 4 – Ineligibility and incompatibility with other funding

The Research fellowship cannot be held either by INAF employees holding both permanent and non-permanent contracts, nor by regular employees of Institutes listed in article 22, paragraph 1 of Italian Law n. 240/2010. Fellowship holders are not allowed to enroll in a “Laurea Specialistica”, or “Laurea Magistrale” (Master Level) degrees, or to enter a PhD program covered by a separate fellowship. For employees of the Italian Public Administration, a compulsory unpaid leave of absence is foreseen.

The fellowship cannot be held simultaneously 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 fellowship, 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 – OA Padova.

When formally accepting the fellowship, the successful candidate will issue a declaration of absence of inadmissible simultaneous fellowships/fellowships.

Retired persons are not eligible for Research fellowship.

Art. 5 – Duration of the Research fellowship

The Research fellowship is initially awarded for **12 months** and can be renewed depending on funding availability and project needs. During this year the successful applicant may spend some time visiting other research institutions in Italy or abroad, and he/she will be reimbursed according to the INAF rules as in “Manuale per il trattamento delle spese di missione”. In accordance with the Italian Law n. 240/2010 the total duration of the “Assegni di Ricerca” cannot in any case exceed six years (excluding periods of maternity leave or sick leave, in accordance with current legislation.)

Art. 6 – Host Institution

The fellow will carry out the research at the Padova premises of INAF Osservatorio Astronomico di Padova.

Art. 7 – Salary

The gross yearly salary for this position will be **28,000.00 (Twenty-eight-thousand/00) Euro**. This amount is net of burdens to be charged to INAF – OA Padova and will be paid in deferred monthly instalments. The fellow will be requested to have a personal accidents insurance and health coverage for the duration of the fellowship.

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 Italian Ministry of Labour and Social Security dated 12 July 2007, published in the “Gazzetta Ufficiale” n. 247, October 23rd 2007. Applicable rules for sick leave are provided by art. n. 1, paragraph n. 788 of Italian law n. 296, December 27 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 fellowship. The period of obligatory maternity leave will not contribute to the duration of the fellowship foreseen by the contract.

Art. 8 – Selection Committee and selection procedure

The selection will be performed by a Selection Committee appointed by the Director of INAF- OA Padova. The Selection Committee is composed of three members, including the scientist in charge of the project. 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 titles and qualifications and documented experience in the scientific or technological activities on the specific subject of the research fellowship. If approved by all members of the Committee, the interviews can be performed via video-conference, to ease the procedure for foreign candidate and reduce costs. Applicants selected for the interview will be summoned with 15 days notice.

The total ranking score is 100 points: a maximum of 70 for titles and qualifications, and a maximum of 30 for the interview. At the conclusion of the selection procedure the Selection Committee will produce a ranked list.

The approval decree of the selection procedure and the ranked list will be published on INAF- OA Padova web site: <http://www.oapd.inaf.it>.

Art. 9 – Awarding of the fellowship

The highest-ranked candidate will receive a written notification with an offer of the research fellowship, which will be anticipated by e-mail to assure a speedy process. Within 10 days from receipt of the formal notification of the award she/he must provide a formal declaration of acceptance of the fellowship, or of withdrawal. The declaration can also be anticipated by electronic mail. In case no declaration is received, the candidate is considered as withdrawn and thus excluded. The committee can then move down the ranking and repeat the procedure with the second-ranked candidate, and so on, until the fellowship is accepted.

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 – Starting date and fellowship obligations

Expected starting date of the research fellowship is **May 1st, 2017**. The holder of the fellowship:

- will start the research activity on due date, as for the contract with INAF- OA Padova, unless prevented by force majeure or exceptional circumstances, of which the Director of INAF – OA Padova must be timely informed;
- will carry out her/his research activities at INAF-OA Padova under the supervision of the project responsible, Dr. Antonella Vallenari who will also monitor the fellow's progress. She will be assisted by Dr. Lattanzi (responsible of the Italian Participation to DPAC) limitedly to the Gaia activities.
- is required to issue an activity report at the end of the contract to be transmitted to the Padova Director, with the approval of the project supervisor.
- is required to send a written note in case of withdrawal, with at least 30 days notice, otherwise INAF - OA Padova will be 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 fails in carrying out her/his regular research activity, without producing justified reasons or lacks repeatedly to fulfil requirements will incur in the termination of the contract.

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

Art. 11 – Personal Data

In accordance with art. 13, paragraph 1 of the Italian Legislative Decree n. 196/2003 and subsequent modifications, personal data provided by the candidates will be used exclusively for the purposes of this selection. Candidates wishing to obtain further information, or to exercise their rights under art. 7 of the above mentioned Legislative Decree, may contact the Responsible for the administration of this call.

Art. 12 – Responsible Administrative Employee

The Responsible Person for this Job announcement processing is Dr. Giovanni Candeo, of INAF- OA Padova.

Art. 13 – Applicable regulation

INAF-OA Padova 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, INAF-OA Padova shall act in compliance with the regulations in force concerning Italian public selection procedures, when applicable by analogy.

The present call will also be published, according with art. 8 of INAF rules and regulations on “Assegni di Ricerca”, on the following web sites: <http://www.inaf.it> and <http://www.oapadova.inaf.it>, on the web pages of the Ministero dell’Istruzione, dell’Università e della Ricerca (MIUR) and of European Union, according to the lines guides defined by MIUR.

Padova, 16th March 2017

Il Direttore
(Dott. Massimo Turatto)

ANNEX 1: APPLICATION FORM

(TO BE SIGNED AND SCANNED INTO A PDF FILE TO BE SENT TO THE ADDRESS PROVIDED BELOW)

Segreteria Scientifica
INAF – Osservatorio Astronomico di Padova
Vicolo dell'Osservatorio, 5
35122 Padova
ITALY

I, THE UNDERSIGNED,

(Forename(s)).....

(Surname).....

Place of birth (Town/State).....

Date of birth (dd/mm/yy)

Nationality

Permanent residence address (number/street/town/postal code/Country):

Email address:

agree to the processing of my personal data, in accordance with Italian Leg. Decree n. 196/2003, for the purposes of the present selection procedure.

I, THE UNDERSIGNED,

having read the Call for applications for an “Assegno di Ricerca” (research fellowship) entitled:

Validation and scientific exploitation of the Catalog of the Gaia Mission- DD 34/2017

APPLY

to the above mentioned position, and to this end, being aware that false declarations are punishable by law under art. 76 of Italian Presidential Decree n. 445/2000 and that this Administration will carry out random checks on the accuracy of the declarations made by candidates,

DECLARE

under his/her own responsibility and in accordance with articles 46 and 47 of Italian Presidential Decree 445/2000, that:

- I obtained a Research Doctorate (PhD)

awarded by..... on

- that I have a professional level of knowledge of the English language;
- that I am aware of the restrictions described in Article 4, of the Call for applications for this research fellowship;
- that I have never received a research award as per art. 22, Italian Law 240/2010, or rather
- that I have been the recipient of:
 - 1. a research fellowship
entitled.....,
 - at (name of the institution),
beginningendingtotal months,
(add extra lines as required, in case of other fellowships)
- that I am not under any similar contract for research activities at INAF or any other Italian or foreign institution;
- that I am not a retired person;
- that I am aware that, under art. 22 Italian Law 240/2010, the research fellowship:
 - may not be held contemporarily with attendance of a “Laurea Specialistica”, or a “Laurea Magistrale” degrees, as well as with attendance of PhD courses with fellowship;
 - may not 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;
 - does not allow aggregation of income from other working activities, also part-time, carried out continuously;
- that I wish to receive any communication relating to the selection at the following address and that I will give due notice of any change of address:
Address (number/street/town/postal code/Country):
.....
.....
Email address:

To be attached to this form:

- **Curriculum vitae, signed and dated by the applicant**, detailing on past experience on the subject of this fellowship;
- **Statement of research interests and previous qualifications;**
- **List of publications and/or any other title deemed relevant for the application;**
- **Copy of a valid identity document** (ID card or passport);

The Undersigned declares his/her consensus for his/her personal data to be treated respecting the Italian Law “Decreto Legislativo” n. 196/2003 and subsequent modifications and integrations, in order to fulfil the procedures necessary for the present Call.

Date

Signature

ANNEX 2: CV DECLARATION

I, THE UNDERSIGNED,

aware that false declarations are punishable by law under Article 76 of Presidential Decree no. 445 of 28th December 2000, and that this Administration will carry out random checks on the accuracy of the declarations made by candidates

DECLARE UNDER MY OWN RESPONSIBILITY

and in accordance with Articles 46-47 of Presidential Decree no. 445 of 28th December 2000 (“SELF-EXECUTED CERTIFICATE AND SELF-EXECUTED AFFIDAVIT”)

THAT THE ATTACHED CV REPORTS TRUE STATEMENTS AND FACTS.

The Undersigned declares his/her consensus for his/her personal data to be treated respecting the Italian Law “Decreto Legislativo” n. 196/2003 and subsequent modifications and integrations, exclusively to fulfil the procedures necessary for the Call, for which this statement is made.

Date

Signature
