

## RIF-PNC-INNOVA

### CALL FOR APPLICATION BASED ON QUALIFICATIONS AND INTERVIEW FOR A POSITION OF PROJECT MANAGER

The Centro Cardiologico Monzino is a Scientific Institute for Research, Hospitalization and Healthcare (IRCCS) recognised by the Ministry of Health with Ministerial Decree of 7 August 1992, and subsequent confirmations, in the discipline of "cardiovascular pathologies".

It selects candidates to be included in the project entitled **“Italian network of excellence for advanced diagnosis – INNOVA”** (codice PNC-E3-2022-23683266 PNC-HLS-DA – Cup: B43C22001310001), within the framework of Ministry of Health as part of the Complementary National Plan - Innovative Health Ecosystem - unique investment code PNC-E.3, in which it was identified as Level II Spoke of the Research Project. The main objective of the project is the creation of a new advanced diagnostics platform (INNOVA) that incorporates private and public bodies operating in the National Health Care System (NHS) and national research bodies.

#### ADMISSION REQUIREMENTS AND PREFERENTIAL TITLES

In order to support the activities of this project, the Centro Cardiologico Monzino needs to recruit a professional figure, with a 27-month with a collaboration contract, in possession of the following requirements:

- Bachelor's or Master's Degree in Economics or Master's Degree in Biotechnology or Biological Sciences or other equivalent degree, or equivalent or equivalent qualification obtained abroad; Applicants with a qualification obtained abroad must enclose with their application the declaration of value in loco issued by the Italian Diplomatic Representations abroad.
- work experience in the scientific or economic field;
- excellent knowledge (theoretical and practical) of the main IT systems and the Office package;
- age lower than that required by current laws for retirement;
- good knowledge of spoken and written English
- not be older than the age required by the laws in force for retirement;
- Italian citizenship; Citizens of a Member State of the European Union are considered equivalent to Italian citizens, without prejudice to the requirements and exceptions set out in the art. 3 of the Prime Ministerial Decree 174/94.

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The following will be considered preferential qualifications:

- previous experience in technical-scientific and economic reporting;
- knowledge of the ministerial platforms Research Workflow, Regis and BDAP-MOP;
- excellent analytical and problem solving skills;
- Good knowledge of the English language;
- good organizational and team working skills;
- availability to travel.

#### DESCRIPTION OF ACTIVITIES

The selected figure, in accordance with the directives received from Prof. Giulio Pompilio, Scientific Director of the Centro Cardiologico Monzino and Scientific Manager of the INNOVA project, in support of which he will provide his activity, will carry out the following tasks:

- management activities to support the creation of the Platform;
- definition of operational instructions and reporting for ad hoc data collection for the project;
- collection and analysis of data to be sent to the coordinating HUB;
- support for the management and reporting of the research project;
- preparation of administrative reports;
- other activities, relevant to the role, as needed.

## TERMS AND MODALITIES FOR SUBMITTING APPLICATIONS

Applications to participate in the selection **must be received no later than 18:00 on November the 10<sup>th</sup> of 2023** by transmission to the following certified mail address: [direzione.scientificaccm@legalmail.it](mailto:direzione.scientificaccm@legalmail.it)

“Application for participation for the selection of a Project Manager with a collaboration contract – REF NOTICE PNC-INNOVA”.

Please note that this address is enabled to receive also emails from non-certified mail addresses.

The application must contain:

- a detailed and updated CV in European format, dated and signed, certifying the training and professional activities, drafted in the Italian language with specific authorisation to process personal data pursuant to art.13 of GDPR 679/16;
- any document or declaration in any case useful for the purposes of assessment by the Examining Board

The Centro Cardiologico Monzino accepts no responsibility for the non-receipt of applications by the deadline, for which the date of the notification of receipt will be considered the date of receipt for applications sent via pec.

Only applications complete with the required documentation and sent according to the indicated modality will be taken into consideration.

## SELECTION METHODS AND EVALUATION PROCEDURE

The identification of the person with whom to establish the collaboration relationship that is the subject of this selection will take place through a comparative assessment of the candidates on the basis of qualifications and an oral interview, carried out by an Examining Board.

The Examining Board is appointed by a specific company procedure, through the adoption of a provision which will be published on the website of the Centro Cardiologico Monzino, IRCCS.

The Commission has a total of **100 points** for the evaluation of each candidate admitted to the selection, of which:

- up to **40 points** for qualifications and experience;
- up to **60 points** for the interview.

The Commission will establish the scores to be assigned to the qualifications and experience to be used, together with the outcome of the interview, to formalise the final merit list.

The Commission will first examine the applications received, checking their eligibility requirements, and will then assess the candidates' qualifications.

The Commission's assessment will consist of an examination of the candidate's curriculum vitae and an interview, both aimed at ascertaining the possession of the knowledge required to carry out the lines of research involved in the above-mentioned Project. The assessment of qualifications will take into account proven professional, cultural and scientific specialisation deriving from university and postgraduate training.

Only candidates meeting the admission requirements will be admitted to the oral interview.

The dates of the interviews will be published on the institutional website and communicated personally to those interested. The oral interview will be aimed at examining in depth the candidate's educational and professional experiences, personal motivations and aptitudes, as well as assessing the candidate's availability for multidisciplinary activity and technical-scientific comparison. Failure to present oneself for the interview, for any reason whatsoever, will be considered as renunciation of the selection.

Upon conclusion of the procedure, the final merit list will be published on the website of the Centro Cardiologico Monzino.

The evaluations of the Commission will be made solely for the technical-discretionary purpose of identifying the most suitable candidate for the collaboration relationship which is the object of this call, in the exercise of the private autonomy of the Centro Cardiologico Monzino in accordance with the Civil Code. The same evaluations will not bind the Centro Cardiologico Monzino to the recruitment of the most suitable candidates in the ranking list. Therefore, participation in this procedure will not entitle the first candidate in the ranking list to be hired.

## PROCESSING OF PERSONAL DATA

Personal data, compulsorily provided, will be processed in compliance with Legislative Decree no. 101 of 10 August 2018, which adapts the Personal Data Protection Code (Legislative Decree no. 196 of 30 June 2003) to the provisions of Regulation (EU) 2016/679, and only for the fulfilments related to this procedure and for those consequent to the possible establishment of the collaboration relationship, according to what is also provided for in the privacy policy, which must be accepted by each candidate at the same time as sending their application.

## EQUAL OPPORTUNITIES

This notice is issued in compliance with equal opportunities between genders for access to employment and economic treatment, pursuant to Legislative Decree no. 198/2006.

## PUBLICITY

This notice is published on the website of the Centro Cardiologico Monzino (<https://www.cardiologicomonzino.it/it/page/bandi-e-concorsi-del-centro-cardiologico-monzino/495/>) in the "Bandi e Concorsi" section.

Milan, October 27<sup>th</sup> 2023