Dear Candidate,

thank you for your interest in the **Competition for Senior Assistant Professor (Tenure Track) issued by University of Milan - Department of ECONOMICS, MANAGEMENT AND QUANTITATIVE METHODS**.
Please find below some FAQs, covering some related issues.

1. Call and application templates
Please see the call and annexes in attachment (direct download here).
You are kindly asked to read the call carefully, before starting the process.

2. Is the TAX IDENTIFICATION NUMBER (CODICE FISCALE) mandatory for foreign people?
Codice Fiscale is not requested for foreign candidates.
For example, when the candidate enters a foreign country in the "Comune di nascita" (birthplace) field (chosen from the drop-down list generated after typing the first characters), automatically the application no longer requires neither typing the Tax Identification Code in the appropriate field, nor uploading a copy of it.
Please note that it is mandatory if you win the Competition. Please find here how to apply for the Tax Identification Number for foreign citizens.

3. Do I need PEC (Posta Elettronica Certificata - Certified mail) to send my application?
No, you don't. You are kindly asked to submit your application on SICON Platform.
However **Posta Elettronica Certificata**- Certified Mail can be useful to dial with Italian Public Administration.
For example, you must use PEC to apply for EQUIVALENT QUALIFICATION of PhD title (see question 6 and 7).
Please find below **a list of Qualified Certification Service Providers** for citizens living abroad:
ArubaPEC S.p.A.
Intesa S.p.A.
InfoCert S.p.A.
Namirial S.p.A.
Intesi Group S.p.A.

4. How can I submit my application?
The application consists in two steps:

a) **registration as external at this link**:
https://www.unimi.it/reg_utenti_esterni/registrazione/form.html
When you receive a confirmation email you can go ahead on SICON Platform.

b) **uploading the application and annexes on the SICON platform (only in Italian)**
To join the SICON platform you should use:
this link, for Position in Political Economics (code 4803)
https://www.unimi.it/it/ateneo/lavora-con-noi/reclutamento-ricercatori/selezioni-ricercatori/ricercatore-tipo-b-sc-13/a2-ssd-secs-p/02-codice-4803

Then click on **PRESENTA LA DOMANDA** (**SUBMIT THE APPLICATION**) at the bottom right.

You are re-directed on the **SICON platform page**, where you can insert your login and password and start your submission

For more details, please see the **Article 4-Online application of the call**.

5. Is the SICON Platform available in English?
At the moment, the SICON Platform is available only in Italian.

6. Which are the Admission requirements?
You can find the requirements in the Article 2 of the Call.
If the doctoral degree was not achieved in Italy, the candidate is asked to provide
EQUIPOLLENCE QUALIFICATION (please see the instructions here, only in Italian)
or EQUIVALENT QUALIFICATION (please see the instructions here).

7. Is the equivalence/equipollence qualification of PhD title mandatory at this stage?
No, it isn't. It is required in case you win the competition, when you sign the contract.
At this first step, **you must upload the proof that you sent the application for this title** (e.g. screen shot of the email sent or email return receipt).
However, you are kindly asked to start the request ASAP, due to the duration and complexity of this procedure.

8. Italian language
According to the Call, foreign citizens must declare to have adequate Italian language proficiency.
However, the Department offers several teaching programs in English; during the selection, a commitment to learn Italian upon recruitment will be requested.

9. Can I send the application via email?
No, you can't. The application for the present selection procedure **must be completely and exclusively filled in and submitted online, by using the IT platform available on the University of Milan website, the SICON platform**.

10. How should I upload the annexes A, B and C?
Annex A, B and C must be uploaded on SICON PLATFORM in the **ALLEGATI Section**.
Please use:

- **Annex A** for "*Dichiarazione di possesso dei requisiti previsti dall'art. 2 del bando*"
- **Annex B** as template for CV
- **Annex C** for "*Dichiarazione sostitutiva di atto di notorietà attestante la conformità all'originale delle pubblicazioni*"

Selezione pubblica per la copertura di n. 1 posto/i di Ricercatore a tempo determinato per il settore
24, comma 3, lettera b) della Legge 240/2010 presso il Dipartimento di Economia, Management e Metodi Quantitativi – Codice concorso

Allegati

Si invitano i candidati ad optare per una scansione a bassa risoluzione (300 dpi) dei documenti da allegare o a provvedere a comprimere le dimensioni dei documenti disponibili su file, utilizzando strumenti o
https://www.pdfcompress.com o http://pdfcompressor.com o simili.

Curriculum vitae datato *
(Tipo file: pdf – Dimensione massima: 5 MB – Numero massimo files: 1) ⟹ ANNEX B

Documento di riconoscimento valido *
(Tipo file: pdf – Dimensione massima: 1 MB – Numero massimo files: 1)

Codice fiscale *
(Tipo file: pdf – Dimensione massima: 1 MB – Numero massimo files: 1)

Pubblicazioni * (Numero massimo di pubblicazioni da presentare: 12)
(Tipo file: zip rar zipx – Dimensione massima: 30 MB – Numero massimo files: 5)

Elenco numerato, datato e firmato, delle pubblicazioni *
(Tipo file: pdf – Dimensione massima: 1 MB – Numero massimo files: 1)

Dichiarazione di possesso dei requisiti previsti dall'art. 2 del bando * ⟹ ANNEX A
(Tipo file: pdf – Dimensione massima: 1 MB – Numero massimo files: 1)

Dichiarazione sostitutiva di atto di notorietà attestante la conformità all'originale delle pubblicazioni * ⟹ ANNEX C
(Tipo file: pdf – Dimensione massima: 1 MB – Numero massimo files: 1)

Copia della ricevuta del versamento di € 25,82 *
(Tipo file: pdf – Dimensione massima: 1 MB – Numero massimo files: 1)

[⊘ Annulla] [← Indietro] [→ Avanti]

11. Can I use another template for the Curriculum Vitae?

It's strongly recommended to use the UNIMI template (Annex B). In case you decide to use another format, PLEASE check carefully that ALL ITEMS required in Annex B are present in your version.

We hope this can help you.

Best regards,

CEEDS Centre of Excellence in Economics and Data Science

Department of Economics, Management and Quantitative Methods of UNIMI