

VACANCY NOTICE

Comparative procedure for the assignment of self-employment
contract for the role of

**HEAD of JOINT SECRETARIAT for 2014-2020
(Interreg V-A) Italy - Croatia CBC Programme**

Annex 1 - Application Form Template

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**To the VACANCY NOTICE
HEAD of JOINT SECRETARIAT for 2014-2020 (Interreg V-A) Italy - Croatia CBC Programme**

To
Veneto Region
Organizational Unit MA of Italy-Croatia CBC
Programme
italia.croazia@pec.regione.veneto.it

I, the undersigned (*First Name followed by Family Name*) _____

For the purpose to participate to the comparative procedure for the assignment of self-employment contract for the role of **Head of Joint Secretariat** of the Interreg V-A Italy-Croatia 2014-2020 CBC Programme, on the basis of Italian Law (art. 46 and 47 of Decree of President of Italian Republic (D.P.R.) n. 445/2000) and having regard to art. 13 of Regulation (EU) 2016/679 (GDPR - General Data Protection Regulation) and aware of the legal consequences in case of false declarations, in accordance with art. 76 of D.P.R. n. 445/2000,

declare on my own responsibility

A) PERSONAL DATA:

Place of birth (*Town, Country*) _____ date (*dd/mm/yyyy*) _____
Tax number (fiscal code): _____
Permanent Address _____
ZIP Code _____ Town _____
Country _____
Tel. _____ Mob. _____
E-mail _____

B) GENERAL QUALIFICATIONS

(please tick)

- ☐ To have the following University degree (degree course lasting at least four-year):
 University _____
 Location _____
 Degree _____
 Duration of academic curriculum _____
 Date of the Degree (award) _____
- ☐ To have _____ citizenship (s);
- ☐ To enjoy my full rights as a citizen of one of the EU Member States;
- ☐ To have not been convicted of any criminal offence and to have no criminal case pending against me;
- ☐ To have performed military/civil service obligations imposed by the applicable laws (if applicable);
- ☐ To be / ☐ to not be employee of a public administration
 (if it is so, indicate the name of the public administration _____);
- ☐ To have the following VAT code number _____
 or ☐ to commit to open VAT code number before the signature of the contract;
- ☐ Not to be / ☐ to be in one of conditions of incompatibility pursuant to the par. 6 of the Notice (if it is the case, please indicate the potential condition of incompatibility: _____

 and declaring, at the same time, the availability to remove this condition before the assignment;
- ☐ To undertake to avoid situations of conflict of interest and to apply principles of impartiality in daily activities, in case of contract awarding;
- ☐ To have an excellent spoken and written English level (level C1 in the Europass Language Passport classification or equivalent);
- ☐ To have a suitable knowledge of one of the languages of the Member States
 Please indicate if Italian or Croatian language: _____);

C) PROFESSIONAL EXPERIENCE

(please tick)

- ☐ That the attached Curriculum Vitae (CV) is true and correct **(the CV is written on Europass format, dated and signed with specific references to exact dates of the professional experience, employers and if the position has been/is full time or part time. In case of absence of exact dates, the professional experience cannot be considered);**
- ☐ To have the following professional experiences:
- (1)** to have at least 7 years of professional experience in projects or programmes co-financed by Structural, ESI, IPA, ENI or ETC funds. The periods of possible overlapping between multiple positions are counted only once;
 - (2)** to have worked, during the 2014 – 2020 programming period, at least 2 years for a management body of an ETC, IPA, or ENI co-financed Programme;
 - (3)** to have at least 4 years of experience in team management,

as specified in the following table (please summarize the professional experiences and tick which eligibility requirements they refer to; **the same professional experience can refer to one or more eligibility requirements**):

(The periods of possible overlapping between multiple positions are counted only once)

	(1)	(2)	(3)
Professional experience at the (body/company) _____ with contract _____ from __/__/__ to __/__/__ (total months ____) Role: _____ Main tasks: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional experience at the (body/company) _____ with contract _____ from __/__/__ to __/__/__ (total months ____) Role: _____ Main tasks: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
....			

I ask

To be admitted to the comparative procedure for the assignment of self-employment contract for the role of **Head of Joint Secretariat** of the Interreg V-A Italy-Croatia 2014-2020 CBC Programme

and I require

to send all communications concerning the above mentioned selection procedure to the following address (*only if different from the previous one*):

Address _____

ZIP Code _____ Town _____

Country _____

Tel. _____ Mob. _____

E-mail _____

Attachments:

1) Curriculum Vitae in Europass format (*duly signed and dated*)

2) Copy of a valid identification document (e.g. Passport / ID card): type _____ n. _____
(requested in case of hand-written signature of the Application and/or CV)

3) Any other attachments

Applicant signature¹

Date of signature¹

Personal data protection

I declare to be informed, pursuant to art. 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), as reported in the document “**Information on the personal data processing**” related to this notice and published in the Programme and Veneto Region websites.

Applicant signature¹

Date of signature¹

¹ This application template can be signed digitally or hand-written. In case of hand-written signature, please attach copy of a valid identification document.