



UNIVERSITÀ DEGLI STUDI DI MILANO

For assignments over 5,000 euros

Selection Code no. 2442

PUBLIC NOTICE TO ENTRUST COLLABORATION ASSIGNMENTS FOR SUPPORT ACTIVITIES TO THE PNRR PROJECT "ARCHIVES OF ABJECTION: MINORITARIAN CULTURAL PRODUCTION IN TURKEY AND ITS DIASPORAS - PNRR - MISSION 4, COMPONENT 2, INVESTMENT 1.2 FINANCING YOUNG RESEARCHERS AWARDED ERC GRANTS"

THE DIRECTOR OF THE SALARY, BENEFITS AND INDEPENDENT CONTRACTOR DIVISION

HAVING REGARD TO Law no.168/89;

HAVING REGARD TO art. 7 par. 6 of Legislative Decree no. 165/2001 of 30/03/2001, and any subsequent amendments thereto;

HAVING REGARD TO art. 81 par. 2.B) of the "University Regulations for Administration, Finance and Accounting" of the University of Milan;

HAVING REGARD TO the "Regulations on the assignment of intellectual tasks to third parties external to the University";

HAVING REGARD TO the deliberation no. 13.2 of the Council of Department of Cultural and Environmental Heritage, dated 19/05/2025, with registration no. 3493/2025, 21/05/2025, which has approved the selection in the context of the project resources;

HAVING CONSIDERED THAT by notice with registration no. 6477/2025 of 14/04/2025 the Director of the Department of Cultural and Environmental Heritage, Prof. Giorgio Zanchetti, issued an internal notice aimed at recruiting two professionals to fill the positions referred to in the present public notice;

HAVING VERIFIED THAT it was not possible to find any unit of internal personnel to perform the service requested by this notice;

HAVING REGARD TO the proxy issued by the Director General on 23/10/2024, with registration no. 17421/2024, by which formal delegation of functions was granted by the Director General to Ms Anna Canavese, in her capacity as *Dirigente di II^ fascia* (Second-Level Executive) of the Salary, benefits and independent contractor division, concerning the management of competition procedures and collaboration agreements for equivalent workers, under the responsibility of the Independent Contractor Sector - External Collaboration and Assignment Office of the University of Milan;



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HEREBY DECIDES

An assessment procedure is announced to entrust two collaboration assignments in favour of the Department of Cultural and Environmental Heritage, for support activities to the PNRR Project “Archives Of Abjection: Minoritarian Cultural Production In Turkey And Its Diasporas -PNRR - Mission 4, Component 2, Investment 1.2 Financing Young Researchers awarded ERC grants” - UGOV code: PNRR_ERC23RALTI_01, CUP code: G43C22003910001 - to be carried out under the guidance of Prof. Rustem Ertug Altinay.

Art. 1

The comparative assessment procedure, based on qualifications, is intended to select two professionals willing to enter into a private law contract for activities supporting the project.

Specifically, the collaborators shall achieve the following objectives:

- 1) translation of primary sources from Turkish, Ottoman, or Arabic;
- 2) collections of cultural and theatrical archives in Turkey and the Ottoman Empire.

Carrying out the following activities:

In the context of the PNRR research project “Archives of abjection: minority cultural production in Turkey and its diasporas”, which examines the archives of minority communities in Turkey and their cultural and artistic production, the collaborators shall support the Scientific Supervisor and the research group in the following activities:

- 1) translation of documents from Ottoman Turkish and Arabic into modern Turkish;
- 2) translation of documents from Turkish into English;
- 3) identification and digital duplication of archival documents requested by the research team, as well as their translation.

Art. 2

The collaboration will be personally carried out by the selected professionals, with full autonomy, without any hierarchical subordination, and on a non-exclusive basis.

Art. 3

Each collaboration, lasting 9 months, provides for an overall gross emolument of Euro 30,250.00 (excluding VAT and possible cash), gross of tax, social security, and welfare withholding to be paid by the Collaborator.



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Art. 4

Admission requirements:

University degree obtained under the academic system in force prior to Ministerial Decree no. 509/1999 and its subsequent amendments, or a Specialist Degree pursuant to Ministerial Decree no. 509/1999, equivalent to a Master's Degree pursuant to Ministerial Decree no. 270/2004, or similar academic qualification earned abroad and deemed as equivalent to the corresponding Italian qualification by the relevant academic authorities.

Evaluation criteria (total score of 100 points):

- 1) Excellent knowledge of the Turkish language - 60 points
- 2) Excellent knowledge of the English language - 10 points
- 3) Knowledge of the Ottoman or Arabic language - 10 points
- 4) Proven experience in academic publications - 20 points

Candidates must also enjoy civil and political rights; they must prove absence of criminal record, they must not be subject to preventive measures, civil decisions and administrative provisions registered in the criminal record; likewise, they must not be aware of being subject to criminal proceedings. Those who are within the fourth degree of kinship - up to and including the fourth degree - with a professor attached to the department or facility requesting the post, or with the Rector, the Director General or a member of the University Board of Directors are not allowed to participate in this selection. With reference to study or consultancy activities, retired individuals who used to be private or public workers are not allowed to participate as well.

Art. 5

The evaluation will be based on the qualifications required in art. 4. Score is expressed in hundredths and applicants who will not have reached at least 60 points will not be deemed as eligible. No merit ranking will be established.

Art. 6

Submitting the application for the selection procedure referred to in this notice implies full acceptance of the conditions stated herein, as well as full awareness of the autonomous nature of the working relationship.

Art. 7

Applications must be submitted by no later than **09/09/2025 at 12:00 noon**.



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The application, duly signed, must be accompanied by a declaration of the educational qualifications held, a curriculum vitae in the European format, and any other documents deemed relevant for the evaluation of qualifications.

The application must be submitted via one of the following methods:

a) By certified email address (PEC)

In PDF format to certified email address (PEC) unimi@postecert.it (quoting the following in the email subject line: **Application for self-employment assignment - Selection Code 2442 - Department of Cultural and Environmental Heritage**). The application must be sent exclusively from another certified email address (PEC)

Applicants are requested to attach to the certified email message the duly signed application, including the relevant annexes, as well as a copy of a valid identity document in PDF format.

Please note that certified emails do not allow the transmission of attachments that are 30 megabytes or larger. Applicants who need to send attachments that exceed this overall size limit must send a first email attaching their application form and specifying that any other annexes or a part of them will be sent in subsequent emails, all to be sent by the deadline for application submission and once again by certified email.

Please note that, pursuant to art. 6 of Presidential Decree no. 68/2005 of 11/02/2005, the validity of the submission of the application via certified email is confirmed by the acceptance receipt and the delivery receipt issued by the email service provider at the time of submission.

b) By ordinary email (PEO) according to the same modalities laid down in point a)

It is possible to send applications by ordinary email only if the applicant does not have a certified email address as referred to in point a). It should be noted that, when sending applications by ordinary email, senders must include the request for explicit confirmation of receipt from the recipient, which shall be filed as a delivery receipt and exhibited at the request of the University. Such request for confirmation must be sent to *email address*: pnrr.bac@unimi.it.

Art. 8

The Committee shall be appointed following the closing date of this notice by administrative order of the Director of the Salary, Benefits and Independent Contractor Division.



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Art. 9

The winning applicant shall enter into a collaboration agreement unless the funding underlying the aforementioned project is revoked or not approved.

Art. 10

Pursuant to Legislative Decree No. 196/2003 (Code regarding the protection of personal data) and subsequent amendments and additions thereto, as well as to EU Regulation No.679/2016 (General Data Protection Regulation, i.e. GDPR) and to article 7 of the University Regulations regarding the protection of personal data, the University undertakes to respect the confidentiality of the information provided by the collaborator: all data provided will be processed only for purposes connected to and useful for the management of the collaboration, in compliance with the provisions in force. Thorough information is available on the University website at the following [page](#). According to Leg. Decree No. 33/2013 on transparency, the CVs of the selected professionals, as well as declarations regarding other assignments, shall be published on the University website in the "Administrative Transparency" - "Consultants and Collaborators" section.

Art. 11

The present selection procedure supervisor is Ms. Anna Tavano - *e-mail*: anna.tavano@unimi.it. For further information please refer to the External Collaboration and Assignment Office, *e-mail*: lavoroautonomo@unimi.it.

Milan, date of signature

THE DIRECTOR

Anna Luisa Canavese