



VACANCY NOTICE
for the recruitment of the STAFF within the JOINT SECRETARIAT
for the 2014-2020 (Interreg V-A) Italy - Croatia CBC Programme

Annex 4 - Application Form Template for Communication Assistant

To
Veneto Region
Unit MA of Italy-Croatia CBC Programme
dip.cooperazioneinternazionale@pec.regione.veneto.it

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

ask

To be admitted to the personnel selection through comparison between curricula and subsequent interview for the staff
of the Joint Secretariat of the Italy-Croatia CBC Programme, for the

COMMUNICATION ASSISTANT PROFILE

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 Italian Legislative Decree n. 196/2003 (Personal Data Protection Code), and aware of the legal
consequences in case of false declarations, in accordance with art. 76 of D.P.R. n. 445/2000,

I declare

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

and

To be available to take the assignment within the Joint Secretariat by December 2016

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 _____

I declare on my own responsibility

On the basis of Italian Law and aware of the legal consequences in case of false declarations, in accordance with art. 76 of D.P.R. 445/2000,

(please tick)

- To have the following University degree¹ (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;
- 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 / not be employee of a public administration (if it is the case, indicate the name of the public administration _____)

I declare on my own responsibility

pursuant to art. 46 and 47 of D.P.R. n. 445/2000 and aware of the legal consequences in case of false declarations, in accordance with art. 76 of D.P.R. 445/2000,

(please tick)

- To have an excellent spoken and written English level (level C1 in the Europass Language Passport classification or equivalent);
- That the Curriculum Vitae attached 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 (*the periods of possible overlapping between more than one position are counted only once*):

- To have at least 3 years of professional experience in communication gained through tasks similar to those indicated on “Annex 1 – Communication manager”

as specified in the following table (please summarize the professional experiences and tick which eligibility requirements they refer to):

Professional experience at the (body/company) _____ with contract _____ from __/__/__ to __/__/__ (total months __) Role: _____ Main tasks: _____
Professional experience at the (body/company) _____ with contract _____ from __/__/__ to __/__/__ (total months __) Role: _____ Main tasks: _____
....

¹ If the university degree is not obtained in Italy, the applicant will present the certification of recognition of foreign study qualifications within the deadline which will be given by Veneto Region.

Attachments:

- 1) Copy of a valid identification document (e.g. Passport / ID card): type _____ n. _____
- 2) Curriculum Vitae in Europass format (*duly signed and dated*)²
- 3) Other attachments (i.e. certificate of knowledge of English language above the level required)

(Place and date) _____

* _____
(original signature in extended version)

* This statement is undersigned by the applicant and presented along with a non-authenticated copy of identification document of the signer or through other modalities indicated by art. 38 of Italian D.P.R. 445/2000.

Personal data protection

I declare to be informed, pursuant to art. 13 of Italian Legislative Decree n. 196/2003, of the processing of personal data, as reported in the document “**General information on the processing of personal data**” available on the websites where this vacancy notice is published.

(Place and date) _____

(original signature in extended version)

² Please include the privacy clause, i.e. the authorization to process personal data for this personnel selection purposes.