

*Annex 2. Application Form Template*

**VACANCY NOTICE:**

**“Two Project Officers (m/f)”**

**ADRION Programme Joint Secretariat (JS)**

To  
ERVET Emilia-Romagna Valorizzazione Economica Territorio SpA  
Via G.B. Morgagni 6  
40122 Bologna  
ITALY

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

**apply**

To be admitted to the selection procedure for a post as **Project Officer**.

On the basis of Italian Law, art. 13 of Legislative Decree n.196 - 30.6.2003, and aware of the legal consequences in case of false declarations,

**I declare**

Place of birth (*Town, Country*) \_\_\_\_\_ date (*dd/mm/yyyy*) \_\_\_\_\_

Permanent Address \_\_\_\_\_

ZIP Code \_\_\_\_\_ Town \_\_\_\_\_

Country \_\_\_\_\_

Tel. \_\_\_\_\_ Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

**I request**

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

Address \_\_\_\_\_

ZIP Code \_\_\_\_\_ Town \_\_\_\_\_

Country \_\_\_\_\_

Tel. \_\_\_\_\_ Mob. \_\_\_\_\_

E-mail \_\_\_\_\_

*For all the candidates*

**I declare under my responsibility**

and aware of the legal consequences in case of false declarations

*(please tick)*

- To have an excellent oral and written English level (at least level C1 according to CEFR or the corresponding level according to other internationally accepted scales);
- That the Curriculum Vitae attached is true and correct.

*For the candidates citizen of a Member State of the European Union*

**I declare under my responsibility**

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

*(please tick)*

- To have had a tertiary education cycle of at least four years<sup>1</sup> completed with a University degree;
- To have \_\_\_\_\_ citizenship (s);
- To have performed military/civil service obligations imposed by the applicable laws (if applicable);
- 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;

*For the candidates not citizen of a Member State of the European Union*

**I hand in<sup>2</sup>**

On the basis of Italian Law, D.P.R. 445/2000

- University degree certification (at least four years<sup>1</sup>);
- Citizenship certification(s);
- The certification of performed military/civil service obligations imposed by the applicable laws (if applicable);
- The certification of full availability of citizenship rights<sup>3</sup>;
- The certification of absence of penal convictions and criminal case pending<sup>4</sup>;

Attachments for all candidates:

1) Copy of Passport/ ID card n. \_\_\_\_\_ *(duly signed and dated)*

2) Curriculum Vitae in Europass format *(duly signed and dated)*<sup>5</sup>

In faith,

*(Place and date)* \_\_\_\_\_

\_\_\_\_\_  
*(original signature in extended version )*

<sup>1</sup> If the university degree is not obtained in the EU, a document issued by the Italian Consulate with a Declaration of value has to be produced by the selected candidate prior to the contract signature.

<sup>2</sup> The certifications must be issued by the responsible authority in the candidate's citizenship Nation.

<sup>3</sup> If the responsible national authority issues such certificate.

<sup>4</sup> Prior to appointment, successful applicants will be required to provide a police certificate confirming the absence of any criminal record.

<sup>5</sup> Please include the privacy clause, i.e. the authorization to process personal data for this personnel selection purposes.