



JOB DESCRIPTION

Ref: Legal Representative deliberation n. 626 dated October 25, 2010

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Job Title	Veterinary Epidemiologist
Division	Italian National Reference Centre for veterinary epidemiology, information and risk analysis (COVEPI)

Job Purpose

To provide scientific support to the COVEPI activities

Main Duties and Responsibilities

1. To provide scientific and technical support in the analysis of epidemiological data
2. To prepare working documents or scientific reports on risk assessments or other epidemiological analysis performed by COVEPI
3. To assist the Head of COVEPI in managerial and administrative tasks
4. To organize, collect and evaluate scientific information and data on matters covered by the COVEPI
5. To support the training activities carried out by the COVEPI
6. To provide scientific and technical support to other Laboratories of the Institute, according to the instructions of the Head of COVEPI.

Knowledge, Qualifications, Skills and Experience

Knowledge/Qualifications

Essential:

- A1 A level of education which corresponds to completed university studies attested by a diploma in the field of veterinary sciences*
- A2 Post-graduate degree - Ph.D. or equivalent doctoral degree in a scientific area that is directly relevant to the job
- A3 At least three (3) years of relevant and proven professional experience in the field of veterinary epidemiology gained in international or national research institutes;
- A4 Relevant publications in veterinary epidemiology and/or related fields
- A5 Excellent knowledge of written and spoken English language

Skills

Essential:

- B1 Interpersonal skills, preferably developed in multicultural international environment;
- B2 Scientific writing skills;
- B3 Organizational, administrative and problem-solving skills.
- B4 Ability to be self motivated, plan for contingencies and think strategically

B5 Ability to work in a collegiate system
B6 Excellent presentation skills

Experience

Essential:

- C1 Experience in management of scientific projects at national or international level
- C2 Scientific experience in Quantitative Risk Assessment;
- C3 Multidisciplinary experience acquired from international or national scientific work;
- C4 Experience of the collection, collation and analysis of data within area of remit of COVEPI;
- C5 Experience in budget control and financial management.

Dimensions

Scientific researcher within the framework of international and national projects.
Planning and deliver training courses as appropriate at both internal and external staff.
Utilising internal and external web facilities to disseminate information.

Job Features

Planning and Organising

Assist with planning the development of research projects.
Reacting to duties assigned by Head of COVEPI.
Active proposing of new research topics in the areas of COVEPI remit.
At least three annual publications on international peer-reviewed journals.

Decision Making

Decide how best to apply methodologies and techniques to fulfil aims of research projects.
Analysis and interpretation of results.

Internal/External Relationships

Internal:

- Heads of COVEPI for exchange of information and advice to ensure objectives are met.
- Members of the COVEPI to exchange information to ensure efficient working.
- Personnel of the Institute for multidisciplinary collaboration in the framework of national and international projects.

External:

- National veterinary bodies for information exchange and consultancy as appropriate.
- International Institutions for cooperation within projects and consultancy as appropriate.

Problem Solving

- To interpret research data/information and prepare/present accordingly.
- Problem solving of technical and theoretical difficulties encountered in the running of research projects.

Candidates evaluation

The applications received before the deadline and eligible according to the provisions of this notice will be submitted, in the presence of specific needs of activities related to different structures, to a Commission specially appointed to arrange for the comparative assessment of candidates' curricula. The commission will allocate 20 points with reference to the following elements:

Subject	Evaluation criteria	Highest score
Degrees	Level of qualification	10
Training and working experience	Level of qualification	10

The Commission will also have additional marks to be assigned to candidates from time to time, according to the parameters listed below, with reference to the nature and type of specific tasks to be undertaken within the employing structure:

Experience in the area of specific interest	Level of consistency with activities to be undertaken and level of experience claimed.	10
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The curricula evaluation can be supplemented, if the Commission deems it appropriate to investigate the degree of skill and experience of candidates, with an interview to applicants with more meaningful curricula in relation to specific activities to be carried out within the employing structure.

Terms & Conditions

Selected candidate/s will be offered a 12 months contract, renewable. The contract will contain the discipline of the assignment which will be given in response to this call.

The basic annual gross salary amounts from a minimum of € 65.000,00 to a maximum of € 80.000,00 depending on the number years of proven experience in the field of interest after the completion of the Ph.D. or equivalent doctoral degree.

By signing the contract of employment the selected candidate will accept the economic conditions of employment without reservations. The salary is subject to Italian taxes deducted at source and the selected candidate is exempt from national taxation.

Its funding will be provided by projects under which the appointee will be required to operate. The contract also defines every legal, economic, fiscal and social security aspects, and will also contain the express provision that the relative performance of a purely personal nature, will be carried out by the appointee without any subordination commitment towards the Institute.

Furthermore, the contract will expressly specify that the person in charge will execute her/his professional performances towards this Institute, without any exclusivity obligation. The person in charge will report to the Director of the Institute, to the Head of COVEPI and will periodically refer the results to the Institute management, in order to make possible the coordination between the offered performances and the specific goals pursued.

The candidate, whom the professional task will be assigned to, as result to this call, will start her/his activity at the date established by the Institute.

Method of Application

Participants application to this call, drawn on plain paper in Italian or English according to the annexed form and signed by the candidate, must be sent by registered mail or express courier - penalty of exclusion, **no later than November 25, 2010** - to the Director of the Direttore dell'Istituto Zooprofilattico Sperimentale dell'Abruzzo e del Molise "G. Caporale", via Campo Boario, 64100 Teramo.

The dispatching date is certified by the stamp and date of the post office or courier. The application shall be accompanied, penalty of exclusion, by a detailed curriculum drawn on plain paper according to Europass form (<http://europass.cedefop.europa.eu/europass/>) dated and signed, and the photocopy of a valid identity document. Applicants failing to meet the requirements of the application for admission will be excluded from participation in this notice.

Applications without CV will not be accepted.

In compliance with the D.Lgs. n. 196 of 30 June 2003 - "Code for the protection of personal data" - the personal data provided by the candidates will be collected and processed only with the purposes of the selection management procedure, and in accordance with the terms of the current legislation on the management of the tasks that will be assigned on the basis of the list determined as result of this notice.

For any further information and for the collection of a copy of this notice, please contact Istituto "G. Caporale" - Human Resources, Campo Boario - 64100 Teramo by email (concorsi@izs.it).

**CALL FOR APPLICATION FOR THE POSITION OF A VETERINARIAN
AT THE NATIONAL REFERENCE CENTRE FOR VETERINARY
EPIDEMIOLOGY, PROGRAMMING, INFORMATION AND RISK
ANALYSIS (COVEPI).**

APPLICATION FORM

Al Direttore
dell'Istituto Zooprofilattico Sperimentale
dell'Abruzzo e del Molise "G. Caporale"
Via Campo Boario, snc
64100 TERAMO

[Please print all the requested information except signature]

I, the undersigned, ask to be in the assignment list for the position of a veterinarian at the National Reference Centre for Veterinary Epidemiology, Programming, Information and Risk Analysis (COVEPI).

PERSONAL INFORMATION:

Name..... Middle name..... Surname..... Maiden name.....
born in on.....;
nationality

Present address:

street.....n°.....
post code..... city.....
province/region..... country.....
telephone..... e-mail address.....;

I DECLARE:

1. the eligibility for the position at the Istituto "G. Caporale";
2. the knowledge of written and spoken English language at the following level (according to the Common European Framework of Reference for Languages):

UNDERSTANDING	Listening	Reading
SPEAKING	Spoken Interaction	Spoken Production
WRITING	Writing	

3. the knowledge of other following foreign languages (according to the Common European Framework of Reference for Languages):

Language:

UNDERSTANDING	Listening	Reading
SPEAKING	Spoken Interaction	Spoken Production
WRITING	Writing	

Language:

UNDERSTANDING	Listening	Reading
SPEAKING	Spoken Interaction	Spoken Production
WRITING	Writing	

Language:

UNDERSTANDING	Listening	Reading
SPEAKING	Spoken Interaction	Spoken Production
WRITING	Writing	

4. I have never been convicted for a crime [] or
 I have been convicted for a crime [] Please check
 If convicted, explain number of conviction(s), nature of offense(s) leading to conviction(s),
 how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of
 rehabilitation.

ACADEMIC QUALIFICATIONS:

[Please supply a copy of your academic transcripts and certificates]

DEGREE ¹	START-END DATES	INSTITUTION ATTENDED	SUBJECT STUDIED	CLASS OR GRADE AWARDED	TITLE OF DISSERTATION
FIRST DEGREE					
HIGHER DEGREES					

[CRITICAL INFORMATION CONCERNS THE FIRST DEGREE AND THE PhD OR EQUIVALENT]

¹* A level of education which corresponds to completed university studies attested by a diploma in the field of veterinary sciences obtained in Italy (or in a country where an equivalence agreement for the study qualification admission is in force with Italy) or recognized equivalent to the Italian title.

RELEVANT EMPLOYMENT OR WORK EXPERIENCE

[You need at least three years of relevant and proven professional experience in veterinary epidemiology field gained in international or national research Institutes]

Current employment organization and dates	Job title & brief description of duties
Previous relevant employment organizations and dates	Job title & brief description of duties

[Please complete even if a CV is enclosed.]

SCIENTIFIC PRODUCTION:

List of Publications:

Other information: (driving license, social, organizational and technical skills and competences, etc.)

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Applicants are notified that, according to the Italian Law D. Lgs 196/2003 Art. 13 (Personal data protection code), all personal data provided will only be processed for the institutional purposes of Istituto "G. Caporale".

Enclosures:

Attach a list of enclosures.

[At least a Curriculum vitae; a copy of a valid identity document and copy of academic transcripts and certificates are to be enclosed]

Date.....

Signature.....