

**Interreg**



Co-funded by  
the European Union

**Italy – Croatia**

# VACANCY NOTICE

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

PROGRAMME AND MONITORING OFFICER  
of the Joint Secretariat of the 2021-2027  
(Interreg VI-A) Italy - Croatia CBC Programme

**ANNEX 5 - Application Form Template**

## Annex 5 - Application Form Template

## To the VACANCY NOTICE

## Programme and Monitoring Officer for 2021-2027 (Interreg VI-A) Italy - Croatia CBC Programme

To  
Veneto Region  
Organizational Unit MA of Italy-Croatia CBC Programme  
[italia.croazia@pec.regione.veneto.it](mailto: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 **Programme and Monitoring Officer** of the Interreg VI-A Italy-Croatia 2021-2027 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 \_\_\_\_\_

PEC (if available) \_\_\_\_\_





Italy – Croatia

**B) ELIGIBILITY REQUIREMENTS (Vacancy Notice, paragraph A.1 “Eligibility requirements check”):**

General requirements

- To be \_\_\_\_\_ citizen;
- 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 a good spoken and written English level (level B2 in the Europass Language Passport classification or equivalent);
- To enjoy my full rights as 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 have the following VAT code number \_\_\_\_\_ or  to commit to open VAT code number before the signature of the contract;

Specific eligibility requirement

- To have at least 4 years of professional experience in Interreg projects and/ or Programmes:

<i>Max 500 characters for each professional experience (one box for each experience)</i>
Professional experience at the ( <i>body/company</i> ) _____ with contract (full time/part time) _____ from ___/___/___ to ___/___/___ percentage of working time/month _____ total months _____;
Role: _____
Main tasks: _____ _____
....



Italy – Croatia

<p><i>Max 500 characters for each professional experience (one box for each experience)</i></p> <p>Professional experience at the (body/company) _____ with contract (full time/part time) _____ from __/__/__ to __/__/__ percentage of working time/month _____ total months _____;</p> <p>Role: _____</p> <p>Main tasks: _____</p> <p>_____</p> <p>_____</p> <p>....</p>
---

**C) CONDITIONS OF INCOMBATIBILITY (Vacancy Notice, paragraph C “Conditions of incompatibility”):**

- To be /  Not to be employee of a public administration (if so, indicate the name of the public administration \_\_\_\_\_);
- To have /  Not to have assignments, consultancy or not carry out technical assistance activities in favor of any beneficiaries of projects financed by the Programme;
- To be /  Not to be in one of conditions of incompatibility pursuant to the paragraph C “Conditions of incompatibility” of the Vacancy 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;

**D) ASSESSMENT OF CV (Vacancy Notice, paragraph A.2 “Assessment of CV”):**

- 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 start and end dates of the professional experience, employers specifying if the position has been/is full time or part time and the percentage of the working time/month. In case of absence of exact dates, the professional experience cannot be considered);

I ask



## Italy – Croatia

To be admitted to the comparative procedure for the assignment of self-employment contract for the role of **Programme and Monitoring Officer** of Joint Secretariat of the Interreg VI-A Italy-Croatia 2021-2027 CBC Programme

**and I require**

to send all communications concerning the selection procedure to the email/ PEC addresses included above.

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 only in case of hand-written signature of the Application and/or CV);
- 3) Any other attachments.

Applicant signature<sup>1</sup>

---

Date of signature<sup>1</sup>

---

**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 signature<sup>1</sup>

---

Date of signature<sup>1</sup>

---

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

