

**European Territorial Cooperation Programme Interreg V-A
Greece - Italy 2014/2020**

Position: Nr. 1 Administrative Assistant within the Joint Secretariat (JS)

Annex 2. Application Form Template

Regione Puglia
Coordinamento Politiche Internazionali
Sezione Cooperazione Territoriale
Via Gobetti, 26
70125 BARI
ITALY

I, the undersigned (*name and surname*) _____,
born in (*Town, Country*) _____, date (*dd/mm/yyyy*) _____,
address _____
ZIP Code _____ Town _____,
Country _____, Ph. _____ Mob. _____,
E-mail _____
Certified mail (PEC) _____

ask

to be admitted to the selection procedure for the position of **Administrative Assistant within the JS of the “European Territorial Cooperation Programme (Interreg V - A) Greece – Italy”** 2014-2020.

I also 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 _____ Ph. _____ Mob. _____
E-mail _____ PEC _____

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

I declare that

- I am a/an _____ citizen (*nationality*);
- I have full citizenship rights;
- I have not been convicted of any criminal offence and have no criminal pending juridical proceedings;

- I have fulfilled all obligations imposed by the applicable laws concerning military/civil service (if applicable);
- I am not in a situation of incompatibility or in conflict of interest with Puglia Region, other Programme National referent institutions and with the European Territorial Cooperation Programme (INTERREG V - A) Greece – Italy 2014-2020.
- The Curriculum Vitae attached is true and correct, it's duly dated and signed, and it's in the Europass format, including specific reference to the exact day, month and year of beginning and end of each single working experience, and it is exclusively written in English language;
- I am available to travel abroad;
- I have a valid and recognized (note: "recognized" is needed only for non-European Union countries) University Degree (**at least 4 years legal duration of the University degree course**) in _____, obtained in year _____ at the University of _____ (specify Country) in any field of relevance of the above mentioned tasks as accepted at the Public Sector of the applicant's country of citizenship;
- I have at least 2 years of working experience in a relevant post;
- I have an advanced knowledge of the English language (C1 level or equivalent).

For applicants from not EU member states:

- I have a valid residence permit (already available at the application stage, and still valid at the contract signature stage).

Attachments for all applicants:

- 1) Copy of a valid Passport / ID card, duly dated and signed;
- 2) Curriculum Vitae in Europass format written in English language, duly signed and dated (*Please include the Declaration of awareness of legal consequences in case of false declarations on the basis of Italian Law, D.P.R. 445/2000¹, along with the privacy clause - ex Italian Legislative Decree n.196/2003 - and the authorization to process personal data²*) with specific references to exact dates of the professional experience, employers, position and role description

In faith, (*Place and date*) _____

Signature (original signature in extended version)

¹ 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 - that what written is true.

² I authorize the processing of the personal data for this personnel selection purpose on the basis of Italian Law, art. 13 of Legislative Decree n.196 - 30.6.2003.