

APPLICATION FOR TEACHER SELECTION 2024/2025

OFFICE SPACE

FULGIS
FOUNDATION
VIA BERTANI 6
16125 GENOA GE

I, THE UNDERSIGNED

LAST NAME		FIRST NAME	
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PERSONAL DATA

DATE OF BIRTH		PLACE OF BIRTH	
TAXPAYER'S CODE			
TELEPHONES			
MAIL @			

RESIDENCE

CITY/TOWN		ZIP Code	
STREET		No.	

Notices to be addressed to **(IF DIFFERENT FROM RESIDENCE)**

CITY/TOWN		ZIP Code	
STREET.		No.	
c/o			

HAVING REGARD TO THE CALL, and fully accepting the conditions therein contained,

HEREBY APPLY

to take part in the **public selection 2024**, for the **recruitment** of teaching staff for FULGIS schools namely:

- Deledda International School (please indicate the subject(s) you are applying to teach):

TO THIS END, under my own personal responsibility and aware of the criminal penalties for falsifying documents, using forged documents, and submitting false statements, in accordance with applicable regulations,

I HEREBY STATE THAT:

- a) I am a/an (specify Country)..... citizen;
- b) I have no criminal convictions - Article 25 bis Presidential Decree No. 313 of 14-11-2003
- c) I enjoy political rights as provided for by the legislation in force in my country;
- d) (if not Italian) I know Italian (specify level)_____;
- e) Regarding the provisions of Law 68/99 (“Rules governing the right to work of people with disabilities”) as amended and supplemented:
 - I DO NOT have any right of precedence
 - I have the right of precedence (please attach relevant documents)
- f) I hold the following qualification which entitles me to take part in the selection in compliance with Article 5 of the Call for Applications, of which
 - relevant certification (original or copy) is attached herewith
 - NO certification is herewith attached, but I will do so on request (please specify):
 - o University degree (former four-year programme);
 - o Specialisation degree Master’s Degree Bachelor’s Degree ;
 - o Other school qualifications after secondary school diploma;
 - o Secondary school diploma, only for conversation teachers in a foreign language and *ITP* (Technical Practical Teachers).

Exact name of degree or qualification held:_____

Main examinations taken during my degree programme relevant to the teaching subject for which I’m applying: _____

- g) **I hold the following teaching qualification** of which
 - I’m enclosing the relevant (original or copy) certificate NO certificate is hereby enclosed, but I will do so on request (exact name of qualification, also in the foreign language):

_____ which is valid for teaching the following subjects _____

in secondary schools in the following countries:_____

obtained or issued on _____ at (Institute that can prove this information)_____

(OR) that I do NOT hold any teaching qualification

(OR) I am waiting for the license (explain reason) _____

- h) that I know the following foreign languages (Italian for non-Italians will be ascertained during the job interview):

- o Level _____ (as defined by the Common European Framework)

- certified NOT certified

- Level _____ (as defined by the Common European Framework)
 certified NOT certified

- Level _____ (as defined by the Common European Framework)
 certified NOT certified

MANDATORY ANNEXES:

1. Photocopy of personal identity document
2. Professional CV (Europass format)
3. Self-introduction in free form;

OTHER ANNEXES:

- 1.
- 2.
- 3.

The photocopies of the attached documents are a true copy of the originals.

The following documents are not enclosed since they are already held by the FULGIS

Foundation:

- 1.
- 2.
- 3.

Privacy Notice pursuant to Art. 13 EU Regulation 2016/679 for the Processing of Applicants' Personal Data

Data Controller

We hereby inform you that, pursuant to EU Regulation 2016/679, your Personal Data, collected for the purposes of personnel selection and assessment, will be processed by FULGIS with registered office in Via Bertani n. 6, 16125 Genova - tel. +39010811634,+39010816704, e-mail fulgis@genoaschool.eu - legal email (pec): fulgis@legalmail.it., in its capacity as Data Controller ('Controller').

Fulgis has appointed Messrs. Liguria Digitale S.p.a. as Data Protection Officer ('Data Protection Officer' or 'DPO'), with registered office in Via Melen 77 16152 Genova, with the following contact address: dpo@genoaschool.eu

Purpose, legal basis and optional nature of data processing

Your Personal Data will be processed for the purpose of selecting and assessing Applicants for possible employment or collaboration with Fulgis.

The legal bases of data processing for the above-mentioned purpose are:

- Art. 6 par. 1 lett. b) GDPR "processing is necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract". The provision of your Personal Data for the above-mentioned purpose is required in order to assess your professional skills.
- for the special categories of personal data that may be possibly included in the Self-introduction Letter art. 9(2)(a), the data subject has given their explicit consent to the processing of such personal data. Any processing of such special data may only take place pursuant to art. 9(2)(a) of the Regulation, subject to their explicit consent and in accordance with the temporary authorisations in force regarding the protection of personal data. In this regard, if not strictly necessary, we hereby ask you not to provide this type of information. Should you instead decide to provide it, you will be asked to give your express consent in compliance with the data protection regulations in force. Without such consent, this information will not be taken into account for the purposes of your application.
- personal data relating to criminal convictions and offences are processed in accordance with Art. 10 GDPR and Art. 2-octies c.3 lett. c) of Legislative Decree No. 196 of 30 June 2003, as amended. After the selection, any personal data about criminal convictions and offences may be processed pursuant to Article 25-bis of Presidential Decree No. 313 of 14/11/2003.

Recipients of personal data

Your Personal Data may be shared with:

- natural persons duly authorised by the Controller based on a confidentiality agreement (e.g. employees of the HR department, HR department and Selection Board in the case of calls for selection);
- parties typically acting as data controllers pursuant to article 28 GDPR;

The Controller shall not transfer your Personal Data outside the European Economic Area.

Storage of personal data

Collected data shall be stored only for the time required to achieve the purposes for which they are processed ("storage limitation principle", Art.5, GDPR) and/or for the time necessary to fulfil legal obligations. After this period, the data may be stored, with limited access, for the sole purpose of defense in court in case of disputes with the data subject.

Your privacy rights (pursuant to Art. 15 and following, of the Regulation)

You are entitled to ask the Data Controller, at any time, to get access to your Personal Data, to rectify or erase them, or to object to their processing; you are entitled to request the restriction of processing in the cases provided for by Article 18 of the Regulation; as well as to obtain the data concerning you in a structured, commonly used and machine-readable format, in the cases provided for by Article 20 of the Regulation.

Any requests should be addressed in writing to the Controller at the following address: FULGIS with registered office in Via Bertani n. 6, 16125 Genova - tel. +39010811634,+39010816704, e-mail fulgis@genoaschool.eu

- legal e-mail (pec): fulgis@legalmail.it or to the DPO (Data Protection Officer) at the following address: dpo@genoaschool.eu

In any case, you always have the right to lodge a complaint with the Supervisory Authority (*Garante per la Protezione dei Dati Personali*), pursuant to Article 77 of the Regulation, if you deem that the processing of your data infringes upon applicable law.

You may withdraw your consent you have already given at any time (Art. 7(3) of the Regulation). The withdrawal of consent shall not affect the lawfulness of processing based on consent before its withdrawal.

Please note that you can remove any sensitive data from your CV, since you are under no obligation whatsoever to communicate them to us. However, if you consider that they are necessary for your application, you must consent to their processing, otherwise we will not be able to process them.

CONSENT OF THE DATA SUBJECT (only in the case of special categories of personal data)

I hereby explicitly consent to the processing of any special data (personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, as well as genetic data and biometric data intended to uniquely identify a person, data concerning a person's health or sex life or sexual orientation) **that may be possibly provided in the Self-introduction letter**, in an optional, explicit and voluntary manner for the purpose of the application.

First Name: _____

Last Name: _____

Date, place _____

Signature _____

Version 2 - 20 February 2019

DATE _____

SIGNATURE ¹_____

¹ For applications sent by e-mail from a legal e-mail box to the FULGIS Foundation's legal mailbox, the signature shall be replaced by the Applicant's first and last name.