



# MINISTERO DELLA DIFESA

DIREZIONE GENERALE PER IL PERSONALE CIVILE

3° REPARTO 8^ DIVISIONE 1^ SEZIONE

Viale dell'Università 4 - 00185 Roma

Tel. – fax. 06.49862475

r3d8s0@persociv.difesa.it

M\_DGCIV

Prot. Nr. 4503

Del 20/01/2010

PARTENZA

A

INDIRIZZI IN ALLEGATO

**OGGETTO:** candidature di dipendenti civili a posti a "status internazionale". **Legge 27 luglio 1962 n.1114.**

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IL Segretariato Generale della Difesa e Direzione Nazionale degli Armamenti ha reso noto che è disponibile il posto a status internazionale presso l'OCCAR di cui alla tabella sottoindicata.

Il personale interessato potrà presentare la propria candidatura mediante la compilazione degli appositi moduli (application forms in duplice copia in inglese) corredati dalla copia del bando di concorso e dei documenti di volta in volta richiesti nel bando stesso (esempio: curriculum vitae, scheda biografica in italiano in originale), che possono essere scaricati direttamente dal sito di questa Direzione Generale: **[http:// www.persociv.difesa.it](http://www.persociv.difesa.it)**. **(nella sezione circolari ed altra documentazione).**

Le candidature, corredate dalla relativa documentazione e anche su supporto informatico (formato PDF) dovranno pervenire a questa Direzione Generale - 3° Reparto - 8^ Divisione - 1^ Sezione- improrogabilmente entro la data indicata nella citata tabella.

| Posto   | Località           | Descrizione                       | Pos.econ.richiesta            | Lingua  | Scadenza   |
|---------|--------------------|-----------------------------------|-------------------------------|---------|------------|
| N. A009 | Bonn<br>(Germania) | " Procedures & Quality Officer 2" | Grado A3<br>(equiv.p.e.A3-F3) | inglese | 24/02/2010 |

IL DIRETTORE DELLA DIVISIONE  
(Dirig. dr.ssa Marina MASSARUTI)  
f.to



# Organisation for Joint Armament Co-operation Executive Administration

## Vacancy Notice

|                            |                                             |
|----------------------------|---------------------------------------------|
| <b>Post</b>                | A009 – Procedures & Quality Officer 2       |
| <b>Grade</b>               | A3                                          |
| <b>Division</b>            | Programme Management Support                |
| <b>Section</b>             | Programme Management Co-ordination          |
| <b>Management of Staff</b> | 0                                           |
| <b>Location</b>            | Bonn, Germany                               |
| <b>Start Date</b>          | 01 May 2010                                 |
| <b>Interview Date</b>      | Week commencing 29 <sup>th</sup> March 2010 |

### 1. Background

The Programme Management Support Division (PMSD) within OCCAR-EA is responsible for the implementation of those OCCAR-EA process model elements related to the support of OCCAR programmes and the management of programme-like activities. PMSD supports existing or nominated programmes including the preparation of programme integration decisions and Programme Decisions; contractual and commercial advice; programme management procedures; and the development and co-ordination of OCCAR activities in relation to programme related disciplines such as: Quality Management, Risk Management, TLM, Configuration, Standardisation etc.

PMSD supports also the Deputy Director as the Quality Management Representative when monitoring, maintaining and improving the OCCAR-EA Quality Management System (QMS) and to provide support to the Programme Divisions for quality matters.

### 2. Duties

The Procedures & Quality Officer 2 will directly report to the Programme Management Policy Section Leader and will be responsible for:

#### 2.1 Quality Management System

- To support the continued maintenance and improvement of the OCCAR-EA Quality Management System including the revision of rules and regulations to achieve compliance with the ISO 9001 standard (version 2008);

Vacancy notice A009 – Procedures & Quality Officer 2

January 2010

Points of contact

1 – Martin Schnause – PMPSL  
2 – Björn Rönnau – HRD

Tel: +49 228 5502 132, E-mail: [martin.schnause@occar.int](mailto:martin.schnause@occar.int)  
Tel: +49 228 5502 182, E-mail: [bjorn.roennau@occar.int](mailto:bjorn.roennau@occar.int)



- Support the preparation, execution and follow-up activities associated with the annual Management Review;
- Support the preparation, execution and follow-up activities associated with the Quality Management System meetings;
- Propose reviews and updates, as necessary, to the Quality Management System;
- Support the preparation, execution and follow-up activities associated with the ISO 9001 re-certification audits;
- Provide support to the Programme Divisions and Central Office Divisions for the development of internal QMS procedures and documentation;
- To conduct internal audits across the organisation in order to validate the overall efficiency and effectiveness of the QMS, compliance with existing processes and procedures and to identify potential areas for improvement;
- Review and maintain the OCCAR Management Procedure 7 "Government Quality Assurance" in accordance with OCCAR rules and regulations;
- Contribute to the Government Quality Assurance Community of Practice.

## 2.2 Planning/Reporting and Supporting activities

- To contribute to the preparation of the annual Business Plan for OCCAR-EA from PMSD perspective;
- To establish and update the PMSD Divisional Management Plan;
- To manage the consolidation of PMSD reports to the Board of Managers, Future Task & Policy Committee and Board of Supervisors in accordance with the published timescales;
- To maintain the PMSD Balanced Scorecard;
- Contribute to the Planning & Reporting Community of Practice;
- Contribute to and support the integration of new programmes.

## 2.3 Joint Military Airworthiness Group

- Provide the Joint Military Airworthiness Group (JMAG) with knowledge on OCCAR policy, processes and procedures;
- Act as a secretary of the JMAG and undertake all actions as requested by the Chairman;
- Act as an interface between JMAG and OCCAR-EA.

## **3. Knowledge and Experience**

- Good experience in Quality Management, GQA and internal audit;
- Experience in programme management, particularly in the field of defence procurement in the OCCAR Member States;
- Previous experience in international working groups or organisations is highly desirable.

#### **4. Competences / Skills**

- The ability to establish and maintain excellent working relations at all levels in a multicultural context and with respect for diversity.
- Excellent interpersonal skills with the ability to interact and communicate at all levels.
- The ability to grasp and analyse complex and wide-ranging questions, issues and information, with a structured approach to the problem solving process and be able to synthesise issues for discussion and resolution.
- The ability to orchestrate and implement clear, efficient and logical approaches to work, to manage assignments, objectives and time.
- The ability to work in a changing, developing and demanding environment.
- The ability to use Computer and Information and Communication Technology (ICT) facilities, with good working knowledge of MS Office software, particularly Excel & Project. Knowledge of Visio is desirable.
- Fluency, orally and written, in the English language.

#### **5. Qualifications**

A university degree or equivalent relating to the prescribed tasks is highly desirable.

#### **6. Security Clearance**

National security clearance at "OCCAR Secret" level is required for this post.

- STAFF IN CONFIDENCE WHEN COMPLETED -



# Organisation for Joint Armament Co-operation

## OCCAR RECRUITMENT FORM

**PLEASE INSERT DATA IN APPROPRIATE BOXES, PRINT THE COMPLETED FORM, AFFIX PHOTOGRAPH AND SIGN IT.**

**PLEASE TYPE OR PRINT CLEARLY IN BLACK INK**

|                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Vacancy for which you are applying: Post No. , Post Title</b>                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                      |
| <b>1. PERSONAL INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                      |
| Mr. Mrs. Miss<br>NAME (surname): (first names):<br><br>NAME AT BIRTH:<br><br>MAIDEN NAME (if appropriate):<br><br>PK/Insee No./Staff No./Matricola No.:<br>DATE/PLACE OF BIRTH<br><b>(please provide a copy of your passport or Identity card)</b><br>Day: Month: Year:<br>City: Country:                                                                                                                                          | RECENT PHOTOGRAPH                                                                                                                                                    |
| <b>2. NATIONALITY</b><br><b>Present Nationality:</b><br>Has your nationality ever changed or is it in the process of being changed?<br>No <input type="checkbox"/> Yes <input type="checkbox"/> (please provide certified copy of naturalisation decree for new nationality)<br>(explain the reasons for changing)<br><br>Do you have dual nationality No <input type="checkbox"/> Yes <input type="checkbox"/><br>Which? Explain: |                                                                                                                                                                      |
| <b>3. RESIDENCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                      |
| Present address (to which correspondence should be sent):<br><br>Home address (if different from above):<br><br>How long have you lived in your present country of residence?                                                                                                                                                                                                                                                      | Telephone / -fax:<br>Home:<br>Office:<br>Can we call you at your office?<br>No <input type="checkbox"/> Yes <input type="checkbox"/><br>E-mail:<br>(Please complete) |
| <b>4. MARITAL STATUS</b>                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                      |
| <input type="checkbox"/> 1. Married <input type="checkbox"/> 2. Separated <input type="checkbox"/> 3. Divorced <input type="checkbox"/> 4. Widow(er) <input type="checkbox"/> 5. Single<br>(Date: ) (Date: ) (Date: )<br>If married, does your spouse work? No <input type="checkbox"/> Yes <input type="checkbox"/><br>If so, where?<br><br>Job title:                                                                            |                                                                                                                                                                      |

**- STAFF IN CONFIDENCE WHEN COMPLETED -**

Name: \_\_\_\_\_ First Name(s): \_\_\_\_\_

**5. RELATIVES**

Give names of spouse and any dependants

1. Spouse
2. Children (including adopted)

Other dependants for whom you are legally responsible

| NAME | FIRST NAME | RELATIONSHIP<br>Indicate No. &<br>Marital Status | DATE OF<br>BIRTH<br>D/M/Y | COUNTRY<br>OF BIRTH | NATION-<br>ALITY | CURRENT ADDRESS |
|------|------------|--------------------------------------------------|---------------------------|---------------------|------------------|-----------------|
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**6. LANGUAGES \***

Mother tongue:

|         | Speaking | Understanding | Reading | Writing |
|---------|----------|---------------|---------|---------|
| English |          |               |         |         |
| French  |          |               |         |         |
| German  |          |               |         |         |
| Italian |          |               |         |         |
| Spanish |          |               |         |         |

Additional languages:

|  |  |  |  |  |
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\* Grade as: Fluent / Good / Fair / Poor

**7. HAVE YOU EVER PREVIOUSLY APPLIED FOR A POST IN OCCAR?**

If so, please state the approximate date of application, and for which post.

Were you interviewed?      No ☐      Yes ☐

| 8. EDUCATION                   |                   |               |                |                         |
|--------------------------------|-------------------|---------------|----------------|-------------------------|
|                                | Name and Location | Dates from to | Major subjects | Degree or other diploma |
| Senior / High Secondary School |                   |               |                |                         |
| College or University          |                   |               |                |                         |

OTHER PROFESSIONAL QUALIFICATIONS, MEMBERSHIP OF BUSINESS OR PROFESSIONAL ASSOCIATIONS

**9. Append a list of theses, patents, publications and other significant work you have done. Please do not send copies.**

|            |  |             |  |
|------------|--|-------------|--|
| MS Windows |  | ACCESS      |  |
| WORD       |  | MS PROJECT  |  |
| EXCEL      |  | LOTUS NOTES |  |
| POWERPOINT |  | NAVISION    |  |

If so, what level?

**- STAFF IN CONFIDENCE WHEN COMPLETED -**

Name: \_\_\_\_\_ First Name(s): \_\_\_\_\_

**12.1 PRESENT EMPLOYMENT**

|                                                                                                                                          |                                                |
|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| COMPANY / ADDRESS                                                                                                                        | POSITION HELD                                  |
| Dates<br>from: _____ to: _____                                                                                                           | Name and position of person to whom you report |
| Number of people reporting directly to you, or for whom you are responsible                                                              | Yearly budget responsibility (if appropriate): |
| Describe duties and scope of responsibilities:                                                                                           |                                                |
| How much notice must you give to leave?                                                                                                  |                                                |
| Reasons for leaving                                                                                                                      |                                                |
| Do you have any objections to our making inquiries of your present employer?<br>No <input type="checkbox"/> Yes <input type="checkbox"/> |                                                |

**12.2 PREVIOUS EMPLOYMENT**

|                                                                                                                                           |                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| COMPANY / ADDRESS                                                                                                                         | POSITION HELD                                    |
| Dates<br>from: _____ to: _____                                                                                                            | Name and position of person to whom you reported |
| Number of people reporting directly to you, or for whom you are responsible                                                               | Yearly budget responsibility (if appropriate):   |
| Describe duties and scope of responsibilities:                                                                                            |                                                  |
| Reasons for leaving                                                                                                                       |                                                  |
| Do you have any objections to our making inquiries of your previous employer?<br>No <input type="checkbox"/> Yes <input type="checkbox"/> |                                                  |

## - STAFF IN CONFIDENCE WHEN COMPLETED -

Name: \_\_\_\_\_ First Name(s): \_\_\_\_\_

**12.3 PREVIOUS EMPLOYMENT**

COMPANY / ADDRESS

POSITION HELD

Dates

from:

to:

Name and position of person to whom you reported

Number of people reporting directly to you, or for whom you are responsible

Yearly budget responsibility (if appropriate):

Describe duties and scope of responsibilities:

Reasons for leaving

Do you have any objections to our making inquiries of your previous employer?

No

☐ Yes ☐

IF YOU HAVE HELD MORE THAN THREE POSITIONS, PLEASE GIVE DETAILS ON A SEPARATE SHEET.

**13. MILITARY SERVICE**

Have you completed your military service

No ☐Yes ☐

If yes, from:

to:

Last military rank/Duties:

If not, give reasons.

**14. Please indicate why you are applying for this post and outline how your knowledge, skills and experience meet the competences required for this role (as detailed in the vacancy notice). You should draw on your experience from your current or previous roles or from other relevant situations.**

**- STAFF IN CONFIDENCE WHEN COMPLETED -**

Name: \_\_\_\_\_ First Name(s): \_\_\_\_\_

**15. REFERENCES**

Please give names and addresses of three Referees (who should not be related to you) who may be approached in connection with your application.

| Name | Position | Address | May be contacted<br>before interviews?                   |
|------|----------|---------|----------------------------------------------------------|
|      |          |         | No <input type="checkbox"/> Yes <input type="checkbox"/> |
|      |          |         | No <input type="checkbox"/> Yes <input type="checkbox"/> |
|      |          |         | No <input type="checkbox"/> Yes <input type="checkbox"/> |

**16. HAVE YOU ANY RELATIVES OR ACQUAINTANCES WORKING IN OCCAR?**

If so, please specify

**17. HOW DID YOU HEAR ABOUT THIS JOB OPPORTUNITY?****18. DATA PROTECTION**

The information that you provide on this form and that obtained from other sources will be used to process your application for employment. If you succeed in your application and take up employment with us, the information will be used in the administration of your employment with us. All information received by OCCAR-EA will be treated as confidential and used for our internal purposes only. By signing the application form we will be assuming that you agree to the processing of sensitive personal data.

**19. DECLARATION**

I declare that the information given on all parts of this application form, and in any other forms of documentation which accompanies it, is, to the best of my knowledge, correct. I understand that giving false information will make my application unacceptable and, if I am appointed, lead to my dismissal.

Date:

Signature:

Please remember to attach copies of your passport & highest qualification certificates & a recent photograph.

**Please return this form to:**  
**Head of Human Resources Division**  
**OCCAR – EA; Postfach 2107, 53011 Bonn, Germany**



# MINISTERO DELLA DIFESA

SEGRETARIATO GENERALE DELLA DIFESA E DIREZIONE NAZIONALE DEGLI ARMAMENTI

III REPARTO - POLITICA DEGLI ARMAMENTI

3° Ufficio – OCCAR

MINISTERO DELLA DIFESA  
SEGREDIFESA  
M\_D GSGDNA 0003503 18-01-2010



Allegati:

**OGGETTO:** Richiesta di personale da candidare presso l'Ufficio Centrale dell'OCCAR – Posizione A009 “Procedures & Quality Officer 2”  
Grado A3.

**A VEDASI ELENCO INDIRIZZI IN ALLEGATO 1**

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Riferimenti:

- Let. n. 0025062 del 08.10.09 di SMD – I Reparto;
- Let. n. 0081793 del 20.11.09 di PERSOCIV – 3° Reparto.

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1. Si invia, per il seguito di competenza, la “Job Description” relativa al bando di concorso per il posto in oggetto, fatta pervenire dall'Ufficio Centrale dell'OCCAR.
2. Si evidenzia che tale posto è di elevato interesse nazionale. Pertanto, e in linea con quanto assicurato con le lettere in riferimento attesa l'elevata competitività internazionale per tale posizione, le caratteristiche del candidato dovranno essere pienamente rispondenti ai requisiti richiesti dalla “Job Description”.
3. Il predetto Organismo ha specificato che il colloquio per la selezione dei candidati avverrà nella settimana 29 marzo 2010 a Bonn.
4. Le relative segnalazioni di personale idoneo dovranno pervenire allo scrivente entro il 11 marzo 2010.

d'ordine

**IL CAPO DEL III REPARTO**

(Gen. D. Claudio TOZZI)

18/01/10

A: STATO MAGGIORE DELLA DIFESA  
1° Reparto

SEDE

DIREZIONE GENERALE DEL PERSONALE CIVILE

ROMA

e, per conoscenza:

STATO MAGGIORE DELL'ESERCITO  
D.I.P.E.

SEDE

MARINA MILITARE  
Ufficio Generale del Personale

ROMA

DIREZIONE GENERALE PER L'IMPIEGO  
PERSONALE MILITARE DELL'AERONAUTICA

ROMA

Diramazione interna:

I REPARTO

# CURRICULUM VITAE

|                                 |                             |                                 |                                 |
|---------------------------------|-----------------------------|---------------------------------|---------------------------------|
| <u><b>NAME</b></u>              | <u><b>INITIAL</b></u><br>// | <u><b>RANK AND DATE</b></u>     | <u><b>DATE OF BIRTH</b></u>     |
| <u><b>NATIONALITY</b></u>       |                             | <u><b>BRANCH OF SERVICE</b></u> |                                 |
| <u><b>RECORD OF SERVICE</b></u> | <u><b>APPOINTMENT</b></u>   | <u><b>DATES</b></u>             | <u><b>DUTIES PERFORMED</b></u>  |
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| <u><b>COURSES</b></u>           |                             |                                 | <u><b>DATES</b></u>             |
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| <u><b>LANGUAGES</b></u>         |                             |                                 | <u><b>SLP (STANAG 6001)</b></u> |
|                                 |                             |                                 |                                 |
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| <b><u>AWARDS AND DECORATIONS</u></b> |  |
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| <b><u>CIVIL STATUS</u></b>           |  |
|                                      |  |
| <b><u>SECURITY CLEARANCE</u></b>     |  |

## Allegato “C”

## FOTOGRAFIA

MOD. 1/A

## SCHEDA BIOGRAFICA (fac-simile)

- Parte Prima -

|                                    |                                     |                                 |                                                  |
|------------------------------------|-------------------------------------|---------------------------------|--------------------------------------------------|
| 1<br><b><u>CODICE FISCALE</u></b>  |                                     | 2<br><b><u>FORZA ARMATA</u></b> |                                                  |
| 3<br><b><u>COGNOME</u></b>         | 4<br><b><u>NOME</u></b>             | 5<br><b><u>GRADO E ARMA</u></b> | 6<br><b><u>CATEGORIA E RUOLO</u></b>             |
| 7<br><b><u>DATA DI NASCITA</u></b> | 8<br><b><u>LUOGO DI NASCITA</u></b> | 9<br><b><u>SESSO</u></b>        | 10<br><b><u>STATO DI FAMIGLIA</u></b><br><br>(1) |

|                                                                                                                 |                                        |                                         |                                        |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------------|-----------------------------------------|----------------------------------------|
| <b>11</b><br><u>SCUOLA DI FORMAZIONE</u> (2)                                                                    |                                        | <b>12 ANZIANITA'</b>                    |                                        |
|                                                                                                                 |                                        | A DI GRADO                              | B DI SERVIZIO                          |
| <b>13</b><br><u>INCARICO ATTUALE</u>                                                                            | <b>14</b><br><u>DATA DI ASSUNZIONE</u> | <b>15</b><br><u>INCARICO PRECEDENTE</u> | <b>16</b><br><u>DATA DI ASSUNZIONE</u> |
| <b>17</b><br><u>ALTRI PRINCIPALI INCARICHI</u> (3)<br>(in ordine cronologico)<br><i>a. in ambito Nazionale:</i> |                                        | <u>GRADO</u>                            | <u>PERIODI</u>                         |
| <i>b. in ambito interforze e/o Internazionale:</i>                                                              |                                        |                                         |                                        |

**(data) \*\* \_ \*\* \_ \*\*\*\***

|                             |                                                                        |  |                                                 |                        |
|-----------------------------|------------------------------------------------------------------------|--|-------------------------------------------------|------------------------|
| 18                          | <b><u>TITOLI DI STUDIO</u></b> (4)                                     |  |                                                 |                        |
| 19                          | <b><u>CORSI SUPERIORI DI FORMAZIONE DI F.A. E/O INTERFORZE</u></b> (5) |  | <b><u>PERIODI ED ESITO</u></b>                  |                        |
|                             | <b><u>ALTRI CORSI</u></b> (6)                                          |  | <b><u>PERIODI ED ESITO</u></b>                  |                        |
| 20                          | <b><u>LINGUE ESTERE</u></b>                                            |  | <b><u>GRADO DI CONOSCENZA E ANNO</u></b>        |                        |
| a. ACCERTATE                |                                                                        |  | a. SLP (STANAG 6001 - Livello e percentuale)    |                        |
| b. ACCERTATE                |                                                                        |  | b. Grado diverso o antecedente allo STANAG 6001 |                        |
| c. NON ACCERTATE/DICHIARATE |                                                                        |  | Sufficiente                                     | Buono      Molto Buono |
| 21                          | <b><u>ABILITAZIONE INFORMATICA</u></b>                                 |  |                                                 |                        |
| a. Programmatore (6):       | Corso:                                                                 |  |                                                 |                        |
| b. Analista (6):            | Corso:                                                                 |  |                                                 |                        |
| 22                          | <b><u>CONOSCENZA INFORMATICA</u></b>                                   |  |                                                 |                        |
| a. PC:                      | b. Sistemi Operativi:                                                  |  |                                                 |                        |
| c. Word Processor:          | d. Software:                                                           |  |                                                 |                        |
| e. Altro:                   |                                                                        |  |                                                 |                        |

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|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| <b>23</b> | <b><u>ONORIFICENZE E RICOMPENSE</u></b>                                                                                                                                                                                                                                |                                                                              |
| <b>24</b> | <b><u>PUBBLICAZIONI</u></b> (6)                                                                                                                                                                                                                                        |                                                                              |
| <b>25</b> | <b><u>POSIZIONE IN GRADUATORIA</u></b> (7)<br><br>** SU **                                                                                                                                                                                                             | <b>26 <u>ESITO DELLE VALUTAZIONI AL GRADO</u></b><br><b><u>SUPERIORE</u></b> |
| <b>27</b> | <b><u>QUALIFICHE RIPORTATE NELLA VALUTAZIONE CARATTERISTICA RELATIVA AI PRINCIPALI INCARICHI INDICATI E COMUNQUE DEGLI ULTIMI 10 ANNI</u></b>                                                                                                                          |                                                                              |
| <b>28</b> | <b><u>PRECEDENTI DISCIPLINARI DEGLI ULTIMI 5 ANNI</u></b>                                                                                                                                                                                                              |                                                                              |
|           | a. Provvedimenti di corpo: _____ durata _____ anno _____<br>b. Provvedimenti di stato: _____ durata _____ anno _____<br>c. Negativo: _____                                                                                                                             |                                                                              |
| <b>29</b> | <b><u>PRECEDENTI PENALI</u></b>                                                                                                                                                                                                                                        |                                                                              |
| <b>30</b> | <b><u>NULLA OSTA DI SEGRETEZZA</u></b> (8)                                                                                                                                                                                                                             | <b>31 <u>DATA DI SCADENZA</u></b>                                            |
|           | <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 2px 10px;">SI</div> <div>Barrare la casella di inter</div> <div style="border: 1px solid black; padding: 2px 10px;">NO</div> </div>     |                                                                              |
| <b>30</b> | <b><u>ASSICURA LA PERMANENZA NELL'INCARICO?</u></b> (9)                                                                                                                                                                                                                |                                                                              |
|           | <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 2px 10px;">SI</div> <div>Barrare la casella di interesse</div> <div style="border: 1px solid black; padding: 2px 10px;">NO</div> </div> |                                                                              |

**INFORMAZIONI AGGIUNTIVE** (10)

*Ai sensi della Legge 675 / 96 i dati personali contenuti in questo modulo saranno trattati esclusivamente per lo svolgimento dei compiti di ufficio e non saranno comunicati o diffusi a soggetti non appartenenti all'Amministrazione Difesa.*

***Firma di convalida*** (11)

**Note:**

- (1) Se coniugato con prole, indicare il numero dei figli.
- (2) Indicare il Corso Normale d'Accademia (Militare, Navale o Aeronautica) o l'Istituto/Corso di Formazione (es: Scuola di Applicazione - Corso per Ufficiali del Corpo Tecnico; Accademia Navale - Corsi Ruoli Speciali/Nomina Diretta; Scuola di Applicazione A.M. - Corso Allievi Ufficiali di Complemento; Scuola Allievi Sottufficiali; ecc.).
- (3) Per gli incarichi di comando, menzionare i periodi svolti a partire dal C.do di Btg od equivalente a seconda della F.A. di appartenenza.
- (4) Per i provenienti dai Corsi Normali dell'Accademia, oltre all'eventuale Diploma di Laurea conseguito al termine del Corso, indicare anche il Diploma di Scuola Media Superiore di ingresso.
- (5) Es: Scuola di Guerra (S.G.); Istituto di Guerra Marittima (I.G.M.); Scuola di Guerra Aerea (S.G.A.); Istituto Superiore Stati Maggiori Interforze (I.S.S.M.I.); Istituto Alti Studi per la Difesa (I.A.S.D.); ecc.
- (6) Menzionare solo quelli riportati a matricola.
- (7) Per gli Ufficiali del Ruolo Normale, l'attuale posizione nella graduatoria del corso di appartenenza; per il Ruolo Speciale, la posizione indicata negli annuari di FA a parità di anzianità di spallina.
- (8) Specificare se l'interessato possiede il livello di NOS previsto per l'incarico barrando la casella **SI** o **NO** e indicando solo la data di scadenza. Qualora diverso da quello previsto, specificare la data di inoltro della richiesta di elevazione/rinnovo.
- (9) Se non diversamente specificato, 3 anni per gli Ufficiali, 5 anni per i Sottufficiali. In caso contrario specificarne le motivazioni nel campo "Informazioni Aggiuntive".
- (10) Evidenziare tutti gli elementi che concorrono a rendere idoneo il candidato per la posizione cui viene proposto e fornire una previsione sugli impegni che la F.A. ha previsto nel breve/medio termine (es. periodi di impiego fuori area e/o corsi attinenti l'iter formativo quali ISSMI ed altri specifici di F.A.).
- (11) Capo Ufficio dell'Organo di impiego o suo delegato.

**Grado COGNOME Nome**

**(data)** \*\*- \*\* - \*\*\*\*