Selezione pubblica, per titoli ed esami, per la copertura di n.1 posto di Dirigente di II Fascia, con contratto di lavoro a tempo indeterminato, presso la Direzione Edilizia dell'Università di Pisa, indetta con d.d. n. 629/2020 del 29 dicembre 2020. **Domande prova orale 16 giugno 2021**

I) Statuto, regolamenti e organizzazione dell'Università di Pisa; legislazione universitaria; normative inerenti alla realizzazione di contratti di opere pubbliche (Codice dei contratti pubblici):

1. Il sistema dei controlli nelle Università
2. L'Organizzazione delle Università: i dipartimenti
3. La responsabilità disciplinare del dirigente
4. Le fasi delle procedure di affidamento dei contratti pubblici
5. Programmazione e progettazione: fasi del procedimento
6. Progettazione interna ed esterna alle amministrazioni aggiudicatrici nei lavori, verifiche preventive e procedure di approvazione dei progetti relativi ai lavori

II) Tecniche di project management; gestione e sviluppo delle risorse umane e di organizzazione del lavoro:

1. La Valutazione della Performance
2. Il Benessere organizzativo nell'ambiente di lavoro
3. Il processo di formazione del personale
4. Il processo di assicurazione della qualità delle attività di un Ateneo
5. Processi gestionali tipici del Dirigente applicati alla Direzione Edilizia: definizione di un organigramma organizzativo
6. Metodi e strumenti del *Problem Solving*

III) Tecniche di pianificazione, budget e controllo:

1. La programmazione strategica nell'università e implicazioni nelle attività della Direzione Edilizia
2. Il project management: obiettivi, fasi, strumenti – applicazione alla Direzione Edilizia
3. Descrivere i documenti contabili nella fase di previsione
4. Come si forma il budget economico annuale e quali sono le fasi del processo di predisposizione
5. Illustrare le principali caratteristiche e la struttura del Budget economico annuale
6. Quali indicatori di controllo si ritengono necessari per l'attuazione del programma di valorizzazione del patrimonio immobiliare?

IV) Informatica:

1. Per cosa e come si utilizza la pec (posta elettronica certificata)

2. Come mettere la password per proteggere l'accesso al PC

3. Come condividere file tra utenti di diversi PC

4. Come fare uno screenshot del PC con Windows

5. PDF e PDF/A: differenze e come creare un PDF/A

6. Cos'è un file rar e come creare un file rar

V) breve testo per la lettura e la comprensione della lingua inglese:

1. Architectural engineering, also known as building engineering or architecture engineering, is an engineering discipline that deals with the technological aspects and multi-disciplinary approach to planning, design, construction and operation of buildings, such as analysis and integrated design of environmental systems (energy conservation, HVAC, plumbing, lighting, fire protection, acoustics, vertical and horizontal transportation, electrical power systems), structural systems, behavior and properties of building components and materials, and construction management.

2. From reduction of greenhouse gas emissions to the construction of resilient buildings, architectural engineers are at the forefront of addressing several major challenges of the 21st century. They apply the latest scientific knowledge and technologies to the design of buildings. Architectural engineering as a relatively new licensed profession emerged in the 20th century as a result of the rapid technological developments. Architectural engineers are at the forefront of two major historical opportunities that today's world is immersed in: that of rapidly advancing computer-technology, and the parallel revolution arising from the need to create a sustainable planet.

3. At the educational level, civil engineering students concentrate primarily on the design work which is more analytical, gearing them toward a career as a design professional. This essentially requires them to take a multitude of challenging engineering science and design courses as part of obtaining a 4-year accredited degree. Education for construction engineers is primarily focused on construction procedures, methods, costs, schedules and personnel management. Their primary concern is to deliver a project on time within budget and of the desired quality.

4. Construction engineers are problem solvers. They contribute to the creation of infrastructure that best meets the unique demands of its environment. They must be able to understand infrastructure life cycles. When compared and contrasted to design engineers, construction engineers bring to the table their own unique perspectives for solving technical challenges with clarity and imagination. While individuals considering this career path should certainly have a strong understanding of mathematics and science, many other skills are also highly desirable, including critical and analytical thinking, time management, people management and good communication skills.

5. An architect is a person who plans, designs and oversees the construction of buildings. To practice architecture means to provide services in connection with the design of buildings and the space within the site surrounding the buildings that have human occupancy or use as their principal purpose. In most developed countries, only those qualified with an appropriate license, certification, or registration with a

relevant body (often governmental) may legally practice architecture. Such licensure usually requires a university degree, successful completion of exams, as well as a training period

6. Any design concept must at a very early stage in its generation take into account a great number of issues and variables which include qualities of space(s),[14] the end-use and life-cycle of these proposed spaces, connections, relations, and aspects between spaces including how they are put together as well as the impact of proposals on the immediate and wider locality. Selection of appropriate materials and technology must be considered, tested and reviewed at an early stage in the design to ensure there are no setbacks (such as higher-than-expected costs) which may occur later. The site and its environs, as well as the culture and history of the place, will also influence the design.