



Elettra Sincrotrone Trieste

# Procurement Officers (# of positions: 2)

Deadline: 25 October 2023

Ref: BA/23/33

## Background

Elettra Sincrotrone Trieste is an international multidisciplinary research center operated as a user facility, featuring a 2.0/2.4 GeV, third-generation synchrotron light source (Elettra), a new free-electron laser light source (FERMI) and a variety of support laboratories. The extremely high quality of the machines and beamlines has set new performance records and has been producing results of great scientific and technological interest. In order to allow the laboratory to remain competitive in the next 20 years, an entirely new source - Elettra 2.0 - belonging to the new generation of storage rings (DLSR or Diffraction Limited Storage Ring) is being developed. The new source will exhibit a major increase in the brilliance and coherence fraction of the photon beams. The Elettra 2.0 optics is based on our enhanced symmetric six bend achromat structure (S6BA-E) with a 12-fold symmetry and an emittance of 200 pm-rad at 2.4 GeV. The new structure creates also straight sections in the arcs permitting the installation of additional insertion devices, thus increasing the number of beamlines. Existing beamlines will have to be upgraded and new beamlines developed to take full advantage of the characteristics of Elettra 2.0. The new machine is scheduled for commissioning in the second half of 2026. See <http://www.elettra.eu> for more information.

## Job description

The successful candidates will manage procurement processes for services and supplies in accordance with current Italian public procurement legislation and with company policy. In particular, they will manage the preparation of all administrative preparatory acts and the ensuing procedures for the execution of public tenders and contracts for services and supplies. Specifically, the candidates, in accordance with corporate planning, will prepare tender documentation, including invitations to tender and related publications, letters of invitation and requests of offers, analyses of offers, general checks for selection of competitors and for the fulfillment of the necessary requirements, tender reports, award notices and subsequent formalities and contracts. They will also manage relations with Italian and foreign suppliers.

## Qualifications

A High School Diploma is the minimum requirement. Having undergone specific training in Italian Public Sector procurement (certification required) or documented previous experience in managing public procurement processes is also required.

Good time management skills and ability to prioritize are expected together with good problem-solving and analytical skills.

Good oral and written communication skills, both in Italian and English, are required.

The appointment will be a fixed term contract with an initial duration of 12 months, renewable upon agreement by the parties.

The salary will be commensurate with previous experience and qualifications of the candidate.

Applications should include a full curriculum vitae, the names and contact information (including electronic mail) of up to three persons who have agreed to provide references.

The interviews may be held via video conferencing.

The deadline for the submission of the application is October 25, 2023.

In accordance with the provisions of article 21 of the Italian legislative decree no. 39/2013 and in conjunction with article 53 (subsection 16ter) of Italian legislative decree no. 165/2001, employees or former employees of any Italian Public Entity who have exercised authority over Elettra Sincrotrone Trieste S.C.p.A. or have negotiated with Elettra - Sincrotrone

### Elettra - Sincrotrone Trieste S.C.p.A.

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Trieste S.C.p.A. within the last three years will be excluded from the present selection procedure. We thank all applicants in advance.

To apply for this position please visit the following link:

<https://www.elettra.trieste.it/it/about/careers/working-withus.html?id=3442>

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