

COMPETITION ANNOUNCEMENT

for the filling of a temporary vacant contractual position

The "Petru Poni" Institute of Macromolecular Chemistry Iași, headquartered in Iași, 41A Aleea Grigore Ghica Vodă, Iași County, organizes a competition for filling a temporary vacant contractual position, in accordance with Government Decision no. 1336/28.10.2022 and in compliance with Emergency Ordinance no. 156/2024, as follows:

Field	Details
Position title	Expert I (IT Specialist), COR code 252901
Number of positions	1 temporary vacant position
Position level	Execution position
Department / Structure	Human Resources and Payroll Department
Working time	8 hours per day; 40 hours per week
Duration	Fixed-term

General participation requirements

The general participation requirements are those provided by Article 15 of Government Decision no. 1336/28.10.2022 approving the Framework Regulation on the organization and career development of contractual staff in the public sector paid from public funds.

- holds Romanian citizenship or the citizenship of another Member State of the European Union, of a state party to the Agreement on the European Economic Area (EEA), or Swiss Confederation citizenship;
- knows the Romanian language, both written and spoken;
- has the capacity to work in accordance with the provisions of Law no. 53/2003 - Labor Code, republished, as subsequently amended and supplemented;
- has a state of health appropriate for the position applied for, certified on the basis of a medical certificate issued by the family doctor or by authorized health care units;
- meets the education requirements, seniority in the specialty and, as the case may be, other specific requirements according to the requirements of the position announced for competition;
- has not been finally convicted of an offense against national security, authority, humanity, corruption or service-related offenses, forgery offenses or offenses against the administration of justice, offenses committed intentionally that would make a person incompatible with the exercise of the contractual position for which they apply, except where rehabilitation has intervened;
- is not serving a complementary penalty by which the right to occupy the position, to exercise the profession or trade, or to carry out the activity used to commit the offense has been prohibited, and no safety measure prohibiting the occupation of a position or the exercise of a profession has been ordered against them;
- has not committed the offenses provided for in Article 1 para. (2) of Law no. 118/2019 regarding the National Automated Register concerning persons who have committed sexual offenses, exploitation offenses against persons or minors, as well as for supplementing Law no. 76/2008 regarding the organization and functioning of the National Judicial Genetic Data System, as subsequently amended, for the fields provided for in Article 35 para. (1) letter h).

Specific requirements

- University bachelor's studies completed with a bachelor's degree or equivalent, in the following study fields: Mathematics and Computer Science, Computer Science, Electronic Engineering, Telecommunications and Information Technologies, Systems Engineering, Computers and Information Technology, or Cybernetics, Statistics and Economic Informatics;
- Digital competencies: operating system administration (installation, configuration, troubleshooting), database management systems administration (Access DBMS), installation / support and configuration of IT&C equipment, internal and external applications;
- Advanced level: Windows XP / 7 / 8 / 8.1 / 10 / 11 operating systems; Windows Server 2003 / 2008 R2 / 2016 / 2022; desktop hardware diagnostics; laptop hardware diagnostics; networking knowledge (TCP/IP, IEEE 802.11 b/g/n/ac/ax, VPN, VLAN, NAT, Firewall); advanced web page management (HTML, CSS, JS, jQuery, PHP 7.4 - PHP 8.4, MySQL, MSSQL).
- Medium level: Microsoft Office packages; Linux operating systems (CentOS / Red Hat 6-9, Ubuntu 20/22/24); server usage and configuration (FTP, SMB, DHCP, DNS, NextCloud, Apache, MySQL, nginx, NodeJS, qmail, tcpserver, DKIM, SSL security, Fail2Ban, SMTP, POP3, IMAP); virtualization systems (VMWare, VirtualBox); configuration of layer 2 / 3 switches, access points, routers, and controllers; installation and configuration of security solutions (Bitdefender, Kaspersky, Zone Alarm).
- Beginner level: use and configuration of HPC systems;
- Technical competencies and knowledge for involvement in procurement of IT equipment;
- English language knowledge (intermediate level);
- Minimum seniority in the specialty of the studies: 5 years.

Application file

- **a)** competition application form, according to the model provided in Annex no. 2 to the Framework Regulation on the organization and career development of contractual staff;
- **b)** copy of the identity card or any other document attesting identity, according to the law, valid at the time of submission;
- **c)** copy of the marriage certificate or another document by which the change of name was made, where applicable;
- **d)** copies of the documents attesting the level of studies and of other documents attesting the completion of specializations, as well as copies of the documents attesting fulfillment of the specific conditions requested by the public authority or institution;
- **e)** copy of the employment record book and of the certificate issued by the employer for the period worked, attesting length of service;
- **f)** criminal record certificate or, as the case may be, an extract from the criminal record;
- **g)** medical certificate attesting the state of health appropriate for the position, issued by the candidate's family doctor or by authorized health care units no more than 6 months before the conduct of the competition;
- **h)** Curriculum Vitae, Europass model.

Competition calendar

No.	Activity	Date and time
1	Publication of the announcement	08.04.2025
2	Submission of application files at the address: "Petru Poni" Institute of Macromolecular Chemistry Iași, 41A Aleea	Deadline: 15.04.2025, 12:00

	Grigore Ghica Vodă, Iași County	
3	Selection of application files by the competition committee members	16.04.2025, 10:00
4	Publication of the file selection results	16.04.2025, 12:00
5	Submission of appeals regarding the file selection results	17.04.2025, 12:00
6	Publication of the appeal resolution result	22.04.2025, 12:00
7	Written examination	28.04.2025, 10:00
8	Publication of the written examination result	29.04.2025, 10:00
9	Submission of appeals regarding the written examination result	29.04.2025, 16:00
10	Publication of the appeal resolution result	30.04.2025, 12:00
11	Interview	05.05.2025, 10:00
12	Communication of the results after the interview	06.05.2025, 10:00
13	Submission of appeals regarding the interview result	06.05.2025, 16:00
14	Publication of the appeal resolution result	07.05.2025, 10:00
15	Publication of the final competition result	07.05.2025, 12:00

Topics

1. Organization and functioning of the Romanian Academy.
2. Organization and functioning of ICMPP Iași.
3. Peripheral computers: architecture, components, peripheral device characteristics, installation and configuration of peripheral equipment, diagnostics.
4. Computer networks - configuration, maintenance, security.
5. Installation, configuration, and administration of a server.
6. Administration and development of web pages, work with CMS consoles.
7. Programming languages: Visual Studio, HTML, SQL.
8. Cybersecurity and protection of sensitive data.

Bibliography

9. Law no. 752/2001 on the organization and functioning of the Romanian Academy, republished.
10. Statute of the Romanian Academy, published in the Official Gazette of Romania, Part I, no. 1152/2021, as subsequently amended and supplemented.
11. Regulation on the organization and functioning of ICMPP available at:
https://icmpp.ro/public_info.php
12. ICMPP Internal Regulation rev. 5 available at: https://icmpp.ro/public_info.php
13. Documentation for all Microsoft applications: <https://learn.microsoft.com/en-us/>

14. Server operating systems documentation: <https://docs.redhat.com/en>, <https://documentation.ubuntu.com/server/>
15. Managing the Testing Process: Practical Tools and Techniques for Managing Hardware and Software Testing, Rex Black, Wiley, 2009. <https://www.amazon.com/Managing-Testing-Process-Practical-Techniques/dp/0470404159#>
16. Virtualization: <https://community.broadcom.com/home>
17. COMPUTER HARDWARE AND TROUBLESHOOTING, Prof. Shilpa Yadav, Notion Press, January 2023.
18. Computer Hardware, Ubuntu Linux, Windows 10, Internet Introductions: Learn Computer Basic Hardware, Linux, Windows 10, Internet & Short Office 2016 Introduction. https://www.libristo.ro/ro/carte/computer-hardware-ubuntu-linux-windows-10-internet-introductions-learn-computer-basic-hardware-linux-window-10-internet-amp-short-office-2016_17961091
19. Manual course 1 - Administration of computer networks and IT laboratories. <https://ipttic.ctcnvk.ro/Referate-laborator-TOTC/Manual%20Curs%201%20-%20Administrarea%20re%C5%A3elelor%20de%20calculatoare%20%C5%9Fi%20a%20laboratoarelor%20informatice%20%20SEI.pdf>
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21. IEEE 802.11 documentation: <https://www.ieee802.org/11/>
22. PHP manual: <https://www.php.net/manual/en/>
23. W3Schools: <https://www.w3schools.com/>
24. jQuery: <https://jquery.com/>
25. MySQL documentation: <https://dev.mysql.com/doc/>
26. Node.js getting started documentation: <https://nodejs.org/en/learn/getting-started/introduction-to-nodejs>
27. gmail FAQ: <https://cr.yip.to/gmail/faq.html>
28. Cybersecurity resources: <https://cert.ro/>, <https://dnsc.ro/>
29. Oprea D., Dumitriu F., Meșniță G. - Design of information systems, "Alexandru Ioan Cuza" University Publishing House, Iași, 2006.
30. Dumitru Oprea - Protection and security of information systems, course support. <https://www.feaa.uaic.ro/doc/12/ie/Securitatea%20sistemelor%20informationale.pdf>

Additional information

Additional information may be obtained by phone at 0332 880 050 ext. 207, by e-mail at pricob.narcis@icmpp.ro, and on the website www.icmpp.ro. Contact person: Narcis PRICOB, Legal Adviser I - Human Resources / SRUS, within the "Petru Poni" Institute of Macromolecular Chemistry (ICMPP).

DIRECTOR,
Dr. Valeria HARABAGIU