



## **SELEZIONE PUBBLICA PER L'ASSUNZIONE A TEMPO DETERMINATO E PIENO DI UN ISTRUTTORE DIRETTIVO TECNICO, CATEGORIA GIURIDICA D1, C.C.N.L. FUNZIONI LOCALI.**

### **DOMANDE PROVA ORALE.**

#### **BUSTA 1**

1. Determina a contrarre;
2. Tipologie di accesso agli atti;
3. Il Responsabile per la Prevenzione della Corruzione e per la Trasparenza;
4. La Conferenza dei Servizi;
5. Il procedimento di spesa negli enti locali;
6. Il Codice di Comportamento dei dipendenti pubblici;
7. Tipologie di responsabilità dei dipendenti pubblici;
8. La motivazione del provvedimento amministrativo;
9. La normativa europea sulla protezione dei dati personali;
10. La differenza tra determine e delibere - ESTRATTA;
11. Il principio di separazione tra politica e gestione;
12. Il Responsabile del procedimento amministrativo - ESTRATTA;
13. Il principio costituzionale del buon andamento della pubblica amministrazione;
14. La potestà regolamentare degli enti locali.

#### **BUSTA 2**

1. Piano triennale ed elenco annuale delle opere pubbliche;
2. Procedure di scelta del contraente;
3. Criteri di affidamento delle commesse pubbliche;
4. Il Responsabile Unico del procedimento;
5. Programmazione di un'opera pubblica;
6. Le fasi della progettazione;
7. La normativa sulla sicurezza degli ambienti di lavoro nell'ambito degli enti locali;

8. I Piani urbanistici attuativi;
9. Il Piano Urbanistico Comunale;
10. I Piani Regolatori Sovracomunali;
11. La differenza tra appalto e concessione;
12. Il SUAPE;
13. La contabilità dei lavori pubblici - ESTRATTA;
14. Il Direttore dei Lavori - ESTRATTA.

### **BUSTA INGLESE.**

1. Overlooking one of these valleys, which is dominated by two volcanoes, lies, six thousand feet above sea-level, the town of Quauhnahuac. It is situated well south of the Tropic of Cancer, to be exact, on the nineteenth parallel, in about the same latitude as the Revillagigedo Islands to the west in the Pacific, or very much farther west, the southernmost tip of Hawaii - and as the port of Tzucox to the east on them Atlantic seaboard of Yucatan near the border of British Honduras, or very much farthermeast, the town of Juggernaut, in India, on the Bay of Bengal. - ESTRATTA.
2. The walls of the town, which is built on a hill, are high, the streets and lanes tortuous and broken, the roads winding. A fine American-style highway leads in from the north but is lost in its narrow streets and comes out a goat track.
3. Towards sunset on the Day of the Dead in November 1939, two men in white flannels sat on the main terrace of the Casino drinking anís. They had been playing tennis, followed by billiards, and their rackets, rainproofed, screwed in their presses - the doctor's triangular, the other's quadrangu-lar - lay on the parapet before them.
4. As the processions winding from the cemetery down the hillside behind the hotel came closer the plangent sounds of their chanting were borne to the two men; they turned to watch the mourners, a little later to be visible only as the melancholy lights of their candles, circling among the distant trus-sed cornstalks.
5. It seemed peaceful enough from where they were sitting. Only if one listened intently, as M. Laruelle was doing now, could one distinguish a remote confused sound - distinct yet somehow inseparable from the minute murmuring, the tintinnabulation of the mourners - as of singing, rising and falling, and a steady trampling - the bangs and cries of the fiesta that had been going on all day.
6. M. Laruelle poured himself another anís. He was drinking anís because it reminded him of absinthe. A deep flush had suffused his face, and his hand trembled slightly over the bottle, from whose label a florid demon brandished a pitchfork at him.
7. "...I meant to persuade him to go away and get déalcoholisé," Dr. Vigil was saying. He stumbled over the word in French and continued in English. "But I was so sick myself that day after the ball that I suffer, physical, really. That is very bad, for we doctors must comport ourselves like apostles. You remember, we played tennis that day too. Well,

after I lookèd the Consul in his garden I sendèd a boy down to see if he would come for a few minutes and knock my door, I would appreciate it to him, if not, please write me a note, if drinking have not killèd him already."

8. M. Laruelle finished his drink. He rose and went to the parapet; resting his hands one on each tennis racket, he gazed down and around him: the abandoned jai-alai courts, their bastions covered with grass, the dead tennis courts, the fountain, quite near in the centre of the hotel avenue, where a cactus farmer had reined up his horse to drink.
9. Two young Americans, a boy and a girl, had started a belated game of ping-pong on the veranda of the annex below. What had happened just a year ago today seemed already to belong in a different age. One would have thought the horrors of the present would have swallowed it up like a drop of water. Though tragedy was in the process of becoming unreal and meaningless it seemed one was still permitted to remember the days when an individual life held some value and was not a mere misprint in a communiqué.
10. He lit a cigarette. Far to his left, in the northeast, beyond the valley and the terraced foothills of the Sierra Madre Oriental, the two volcanoes, Popocatepetl and Ixtaccihuatl, rose clear and magnificent into the sunset. Nearer, perhaps ten miles distant, and on a lower level than the main valley, he made out the village of Tomalín, nestling behind the jungle, from which rose a thin blue scarf of ille-gal smoke, someone burning wood for carbon. Before him, on the other side of the American high-way, spread fields and groves, through which meandered a river, and the Alcapancingo road.
11. M. Laruelle watched the doctor leaning back in the steamer chair, yawning, the handsome, impossi-bly handsome, dark imperturbable Mexican face, the kind deep brown eyes, innocent too, like the eyes of those wistful beautiful Oaxaqueñan children one saw in Tehuantepec (that ideal spot where the women did the work while the men bathed in the river all day), the slender small hands and deli-cate wrists, upon the back of which it was almost a shock to see the sprinkling of coarse black hair.
12. He was loth to take the same direction tonight. He crossed the street, making for the station. Al-though he would not be travelling by train the sense of departure, of its imminence, came heavily about him again as, childishly avoiding the locked points, he picked his path over the narrow-gauge lines.
13. Light from the setting sun glanced off the oil tanks on the grass embankment beyond. The platform slept. The tracks were vacant, the signals up. There was little to suggest that any train ever arrived at this station, let alone left it. ESTRATTA.

## **BUSTA INFORMATICA.**

1. Cos'è il software;
2. Il Foglio Elettronico in excel;
3. La Posta Elettronica Certificata;

4. Cos'è un virus informatico;
5. La firma Digitale;
6. Il Backup dei Dati;
7. Lo SPID;
8. Le directory;
9. Presentazioni al computer;
10. Il Browser;
11. La Formattazione - ESTRATTA;
12. La Posta Elettronica - ESTRATTA;
13. Cos'è l' hardware;
14. Dispositivi di archiviazione.

Serramanna, lì 05/08/2021