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TRACCIA N. 3

- L'annullamento del provvedimento amministrativo
- La tenuta dell'albo degli scrutatori
- La potestà regolamentare del Comune in materia di tributi locali
- Il piano di prevenzione della corruzione in ambito comunale

PROVA LINGUA INGLESE

Chocolate town for chocolate workers (source: test-english.com)

Read and translate the highlighted text.

If you love chocolate, maybe you have eaten a bar of Cadbury's Bournville chocolate. But Bournville isn't just the name of an English chocolate bar. It's the name of a village which was built especially for workers at the Cadbury's chocolate factory. George and Richard Cadbury took over the cocoa and chocolate business from their father in 1861. A few years later, they decided to move the factory out of the centre of Birmingham, a city in the middle of England, to a new location where they could expand. They chose an area close to the railways and canals so that they could receive milk deliveries easily and send the finished products to stores across the country.

Here, the air was much cleaner than in the city centre, and the Cadbury brothers thought it would be a much healthier place for their employees to work. They named the site Bournville after a local river called 'The Bourn'. 'Ville', the French word for town, was used because at the time, people thought French chocolate was the highest quality. The new factory opened in 1879. Close to it, they built a village where the factory workers could live. By 1900, there were 313 houses on the site, and many more were built later.

The Cadbury family were religious and believed that it was right to help other people. They thought their workers deserved to live and work in good conditions. In the factory, workers were given a fair wage, a pension and access to medical treatment. The village was also designed to provide the best possible conditions for workers too. The houses, although traditional in style, had modern interiors, indoor bathrooms and large gardens. The village provided everything that workers needed including a shop, a school and a community centre where evening classes were held to train young members of the workforce.

Since the Cadbury family believed that their workers and their families should be fit and healthy, they added a park with hockey and football pitches, a running track, bowling green, fishing lake, and an outdoor swimming pool. A large clubhouse was built in the park so that players could change their clothes and relax after a game. Dances and dinners were also held here for the factory workers, who were never charged to use any of the sports facilities. However, because the Cadbury's believed that alcohol was bad for health and society, no pubs were ever built in Bourneville!

The Cadbury brothers were among the first business owners to ensure that their workers had good standards of living. Soon, other British factory owners were copying their ideas by providing homes and communities for their workers designed with convenience and health in mind. Today, over 25,000 people live in Bournville village. There are several facilities there to help people with special needs, such as care homes for the elderly, a hostel for people with learning difficulties and affordable homes for first-time homeowners and single people. Over a hundred years since the first house in Bournville Village was built, the aims of its founders are still carried out.

Questions:

- 1) Why did George and Richard Cadbury to move their factory out of the centre of Birmingham?
- 2) Why did they choose that area?

PROVA INFORMATICA

Il candidato, dopo aver aperto un foglio di testo, predisponga un elenco puntato dei giorni della settimana e formatti il contenuto con interlinea doppia, carattere *Arial Narrow* e dimensione carattere 14.

John F. Cole

Wanda E. Romano
A

John F. Cole

2

TRACCIA N. 1

- La comunicazione di avvio del procedimento
- Le competenze dell'ufficiale di Stato civile
- La TARI e il piano economico finanziario
- Il reato di corruzione per l'esercizio della funzione

PROVA LINGUA INGLESE

Curriculum Vitae: Tips that can Help (source: test-english.com)

Read and translate the highlighted text.

Six out of ten CV's which are prepared by Information Technology professionals fail to meet the basic standards and are turned down without even being read fully, according to a recruitment company. As a consequence, thousands of candidates are excluding themselves from attractive job opportunities. (...)The company Marketing Director said, "Sadly it's often the most highly qualified candidates whose CV's are so poorly constructed that they are literally dead on arrival. Attractive job opportunities in the IT industry often generate intense competition and there is often little to choose between the candidates".

"Advice on the presentation format of CV's in relation to the requirements that they are being submitted for should be an Industry standard so as to add real value to the candidates that you are representing and indeed to fulfil your professional obligations to your clients".

"Writing a CV can be extremely difficult and too often a CV turns out to be a generic overview including a lot of information that is irrelevant. People should remember that an employer typically spends between 15 and 30 seconds scanning each CV and you have that one chance to make an impression".

"A good CV is more than just documentation of your career path; it is a marketing tool designed to present your professional career experience according to the new job specification. It should also include details of past professional successes that effectively demonstrate your ability to undertake the job responsibilities outlined".

Questions:

- 1) Why are thousands of people excluding themselves from attractive job opportunities?
- 2) What did the Company Marketing Director say?

PROVA INFORMATICA

Il candidato, dopo aver aperto un file di testo, predisponga una tabella con quattro colonne e tre righe, inserisca un contenuto a piacere e lo formatti con carattere *Garamond*, dimensione 16 in maniera che sia centrato rispetto alla cella, grassetto e corsivo.

For the Job

Valentina Corrado

Or

Luigi

TRACCIA N. 7

- L'accesso agli atti amministrativi e la tutela della privacy
- Che cos'è l'ANPR?
- Tariffe dei tributi locali. Adempimenti da parte del Comune
- Il rendiconto di gestione e la sua funzione

PROVA LINGUA INGLESE

How sleep transformed professional football (source: test-english.com)

Read and translate the highlighted text.

A few decades ago, professional footballers spent their nights partying. Now, they are much more aware of the benefits of a good night's sleep. The change began in the mid-1990s, when mattress salesman Nick Littlehales contacted the manager of the Manchester United football team, Alex Ferguson, asking whether he had ever considered how sleep affected performance on the pitch. Interested, Ferguson arranged for Littlehales to give a presentation to his team. Before long, the whole team had new mattresses and pillows, and Littlehales soon became football's leading mattress advisor. In 1998, he supplied mattresses for England's World Cup team, and at the 2004 Euros, he created individual sleep routines for every player. Gradually, club managers began to pay more attention to scientific sleep research, and for good reason. In 2011, sleep specialist Cheri Mah discovered that increasing sleep to 8-10 hours per night massively increased the speed and shot accuracy of basketball players. Other research shows that a single night of inadequate sleep can increase the risk of injury, and 64 hours of bad sleep reduces strength, power and balance, and can even cause the body to eat its own muscles!

Consequently, managers started trying to improve their players' sleep. Southampton Football Club's manager Alek Gross, for example, forbade his players from consuming caffeine, sugar or fatty foods, which prevent sleep, in the evenings. Instead, they were given milky protein drinks which made them tired. The Mexico team manager was also concerned about sleep loss when travelling to their World Cup group games in Russia. Together with Manchester United sports scientist Robin Thorpe, he drew up a sleep and training schedule to optimize performance. Even the hotel bedrooms were set to the ideal sleeping temperature. The players supported the routine. In fact, on the evening of a game, their captain Rafael Marquez even asked fans who were celebrating at the same hotel to keep quiet because the team were sleeping. The intervention was a great success. Mexico won their next game versus South Korea and even beat Germany in their group.

Questions:

- 1) What did the managers start trying?
- 2) What did Alek Gross forbid his players?

PROVA INFORMATICA

Il candidato, dopo aver aperto un file di calcolo, ricrei la seguente tabella (inclusa la formattazione dei campi), aggiunga due colonne con il calcolo dell'"IMPORTO TOTALE" e quello dell'" IMPORTO IVA INCLUSA 10%". I rispettivi valori dovranno essere determinati applicando le apposite formule:

Prodotto	Quantità	Importo unitario
X	5	€ 2,50
Y	10	€ 0,80
Z	2	€ 3,00

for the FY Valore... *A* *Luigi*

4

TRACCIA N. 4

- La programmazione del fabbisogno di personale
- La dichiarazione per nascita
- Le variazioni al bilancio di previsione
- La pubblicazione delle delibere in materia di tributi locali e le conseguenze sulla loro efficacia

PROVA LINGUA INGLESE

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Here, the air was much cleaner than in the city centre, and the Cadbury brothers thought it would be a much healthier place for their employees to work. They named the site Bournville after a local river called 'The Bourn'. 'Ville', the French word for town, was used because at the time, people thought French chocolate was the highest quality. The new factory opened in 1879. Close to it, they built a village where the factory workers could live. By 1900, there were 313 houses on the site, and many more were built later.

The Cadbury family were religious and believed that it was right to help other people. They thought their workers deserved to live and work in good conditions. In the factory, workers were given a fair wage, a pension and access to medical treatment. The village was also designed to provide the best possible conditions for workers too. The houses, although traditional in style, had modern interiors, indoor bathrooms and large gardens. The village provided everything that workers needed including a shop, a school and a community centre where evening classes were held to train young members of the workforce.

Since the Cadbury family believed that their workers and their families should be fit and healthy, they added a park with hockey and football pitches, a running track, bowling green, fishing lake, and an outdoor swimming pool. A large clubhouse was built in the park so that players could change their clothes and relax after a game. Dances and dinners were also held here for the factory workers, who were never charged to use any of the sports facilities. However, because the Cadbury's believed that alcohol was bad for health and society, no pubs were ever built in Bournville!

The Cadbury brothers were among the first business owners to ensure that their workers had good standards of living. Soon, other British factory owners were copying their ideas by providing homes and communities for their workers designed with convenience and health in mind. Today, over 25,000 people live in Bournville village. There are several facilities there to help people with special needs, such as care homes for the elderly, a hostel for people with learning difficulties and affordable homes for first-time homeowners and single people. Over a hundred years since the first house in Bournville Village was built, the aims of its founders are still carried out.

Questions:

- 1) Why did the Cadbury Brothers believe that it was right to help people?
- 2) How was the village that the Cadbury brothers designed?

PROVA INFORMATICA

Il candidato, dopo aver aperto un foglio di testo, predisponga un elenco numerato (da 1 a 10) e formatti il contenuto con interlinea doppia, carattere *Times New Roman* e dimensione carattere 12.

Paulo Henrique

Valeria

An

Luigi

TRACCIA N. 6

- La contrattazione decentrata integrativa a livello locale
- Gli adempimenti dell'ufficiale di anagrafe in caso di accertamento negativo della dimora abituale da parte della Polizia Locale
- Le fasi dell'entrata e della spesa
- L'esecutorietà dei provvedimenti amministrativi

PROVA LINGUA INGLESE

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Questions:

- 1) How did professional footballers spend their nights a few decades ago?
- 2) Why did Nick Littlehales contact the manager of the Manchester United Football team?

PROVA INFORMATICA

Il candidato, dopo aver aperto un file di calcolo, ricrei la seguente tabella (inclusa la formattazione dei campi) e poi applichi il filtro in modo da visualizzare solo i Comuni della Provincia dell'Aquila:

Comune	Provincia	Canone annuo
Sulmona	AQ	€ 5.000,00
Farindola	PE	€ 500,00
Arsita	TE	€ 500,00
Avezzano	AQ	€ 2.500,00
Castel di Sangro	AQ	€ 1.000,00

John De la...

Valentino...

[Signature]

6

TRACCIA N. 5

- I limiti in materia di assunzione di personale
- Il diritto di voto dei cittadini comunitari in Italia
- La determinazione a contrarre
- Differenza tra imposte, tasse e corrispettivi

PROVA LINGUA INGLESE

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Questions:

- 1) Why were pubs never built in Bourneville?
- 2) What did other British factory owners?

PROVA INFORMATICA

Il candidato, dopo aver aperto un file di calcolo, ricrei la seguente tabella (inclusa la formattazione), aggiunga poi la colonna dei totali per anno applicando l'apposita formula:

	SPESE CORRENTI	SPESE C/CAPITALE
ANNO 2019	€ 10.000,00	€ 1.000.000,00
ANNO 2020	€ 9.500,00	€ 2.780.000,00
ANNO 2021	€ 11.250,00	€ 1.500.000,00

Don Ale Fey

Volontario

De Don