



**COMUNE DI COGNOLA AI COLLI**  
**Provincia di Verona**

**CONCORSO PUBBLICO PER SOLI ESAMI PER LA COPERTURA DI N. 1 POSTO DI ISTRUTTORE AMMINISTRATIVO, CATEGORIA C, con rapporto di lavoro a tempo pieno ed indeterminato. PROVA ORALE - BUSTE ESTRATTE E NON ESTRATTE**

**BUSTE estratte**

**BUSTA 1**

**DOMANDE**

1. il potere regolamentare della giunta comunale
2. le fasi del procedimento amministrativo
3. Il rendiconto di gestione
4. La determina a contrarre

**PROVA PRATICA INGLESE**

It happened that the King's son gave a ball, and invited all persons of fashion to it. Our young misses were also invited. They were mightily delighted at this invitation, and wonderfully busy in choosing out such gowns, petticoats, and head-clothes (...) This was a new trouble to Cinderella.

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**BUSTA 2**

**DOMANDE**

1. le ordinanze del sindaco
2. l'accesso civico e l'accesso generalizzato
3. I debiti fuori bilancio
4. Le fasi di svolgimento di una gara

**PROVA PRATICA INGLESE**

One day, when Ali Baba was in the forest and had just cut wood enough to load his asses, he saw at a distance a great cloud of dust, which seemed to approach him. He observed it with attention, and distinguished soon after a body of horsemen, whom he suspected might be robbers. He determined to leave his asses to save himself.

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### **BUSTA 3**

#### **DOMANDE**

1. i diritti dei consiglieri comunali
2. la motivazione nel procedimento amministrativo
3. I documenti programmatori dell'ente
4. I criteri di aggiudicazione di una gara di appalto

#### **PROVA PRATICA INGLESE**

The boy was called Hansel and the girl Gretel. He had little to bite and to break, and once, when great dearth fell on the land, he could no longer procure even daily bread.

Now when he thought over this by night in his bed, (..) he said to his wife, "What is to become of us? How are we to feed our poor children, when we no longer have anything even for ourselves?"

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### **BUSTA 4**

#### **DOMANDE**

1. le attribuzioni del Consiglio Comunale
2. i casi di nullità del procedimento amministrativo
3. Le fasi di impegno della spesa
4. I motivi di esclusione di un operatore economico dalla partecipazione a una procedura d'appalto

#### **PROVA PRATICA INGLESE**

One day the woman was standing by this window and looking down into the garden, when she saw a garden which was planted with the most beautiful rampion (rapunzel), and it looked so fresh and green that she longed for it, and had the greatest desire to eat some.

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### **BUSTA 7**

#### **DOMANDE:**

1. i casi di scioglimento e sospensione del Consiglio Comunale
2. il responsabile unico del procedimento
3. Le fasi dell'entrata
4. Il programma biennale dei servizi

#### **PROVA PRATICA INGLESE:**

Once upon a time there lived a poor widow and her son Jack. One day, Jack's mother told him to sell their only cow. Jack went to the market and on the way he met a man who wanted to buy his cow. Jack asked, "What will you give me in return for my cow?" The man answered, "I will give you five magic beans!" Jack took the magic beans and gave the man the cow.

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## **BUSTA 8**

### **DOMANDE:**

1. lo Statuto e i regolamenti comunali
2. l'annullamento d'ufficio del provvedimento amministrativo
3. Le variazioni al bilancio di previsione
4. Il responsabile unico del procedimento nel codice degli appalti

### **PROVA PRATICA INGLESE**

Once upon a time there was an old mother pig who had three little pigs and not enough food to feed them. So when they were old enough, she sent them out into the world to seek their fortunes.

The first little pig was very lazy. He didn't want to work at all and he built his house out of straw. The second little pig worked a little bit harder but he was somewhat lazy too and he built his house out of sticks. The third little pig worked hard all day and built his house with bricks.

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## **BUSTA 9**

### **DOMANDE:**

1. le competenze del Sindaco
2. gli accordi fra pubbliche amministrazioni
3. Il piano esecutivo di gestione
4. Cos'è l'affidamento diretto

### **PROVA PRATICA INGLESE:**

Once upon a time there was a dear little girl who was loved by every one who looked at her, but most of all by her grandmother, and there was nothing that she would not have given to the child. Once she gave her a little cap of red velvet, which suited her so well that she would never wear anything else. So she was always called Little Red Riding Hood.

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## **BUSTE NON estratte**

## **BUSTA 5**

### **DOMANDE**

1. le competenze della Giunta Comunale
2. i casi di annullabilità del procedimento amministrativo
3. Il bilancio di previsione
4. Differenza tra appalto e concessione

### **PROVA PRATICA INGLESE**

Alice was beginning to get very tired of sitting by her sister on the bank, and of having nothing to do: once or twice she had peeped into the book her sister was reading, but it had no pictures or conversations in it, and where is the use of a book, thought Alice, without pictures or conversations?

## **BUSTA 6**

### **DOMANDE:**

1. le funzioni dei dirigenti / responsabili di area
2. l'accesso documentale
3. La tesoreria comunale
4. Il M.e.p.a.

### **PROVA PRATICA INGLESE**

ONCE there was a gentleman who married, for his second wife, the proudest and most haughty woman that was ever seen. She had, by a former husband, two daughters of her own humor, who were, indeed, exactly like her in all things. He had likewise, by another wife, a young daughter, but of unparalleled goodness and sweetness of temper, which she took from her mother, who was the best creature in the world.