

Tracce orale

Area 1 Contabilità	Area 2 Tributi	Area 3 Personale	Area 4 Diritto Amministrativo
1. Il risultato di amministrazione	1. La Tari e il Piano Economico Finanziario	1. Incarichi esterni conferiti e autorizzati ai dipendenti.	1. Il silenzio amministrativo
2. La liquidazione della spesa	2. L'autonomia impositiva dell'Ente locale	2. Il Codice di comportamento	2. Diritto di accesso e privacy
3. Le fonti di finanziamento degli investimenti	3. L'IMU	3. Lavoro flessibile	3. Il preavviso di rigetto
4. Verifica ordinaria e verifica straordinaria di cassa	4. Lo strumento del ravvedimento operoso in ambito di tributi locali	4. Le posizioni organizzative	4. Il responsabile del procedimento
5. Mandati e reversali: definizione e soggetti coinvolti nella loro gestione			
6. Il Ruolo del Responsabile finanziario			
7. Il Fondo crediti di dubbia esigibilità			
8. Il Ruolo del Revisore dei conti			

Tracce informatica

Tracce informatica
1. Illustri il candidato come funziona la firma digitale
2. Differenze tra una e-mail ed una PEC
3. Qual è la differenza tra hardware e software
4. Il documento informatico: sue caratteristiche

Tracce Inglese

TRACCIA 1

The International coffee shop chain Starbucks will start giving customers a discount if they bring their own cups. The discount is part of a two-month trial in cafes in England. Starbucks said it wants to reduce the amount of waste and recycle more. The vice president of Starbucks UK said: "Starbucks is committed to increasing recycling rates and reusable cups are a key part of our overall waste reduction strategy." Bosses will look at the success of the trial and then decide if they will continue it. The company wants to cut down on the huge number of paper cups that are put in the trash. Customers who bring their own mugs will get a discount on all drinks, except for the cafe's cheaper filter coffee.

TRACCIA 2

Yesterday, Stephen returned from a trip to Washington, D.C., the capital of the United States. During his stay in the city, Stephen visited a lot of important historical sites and monuments. Of course, he saw the White House from its outside gate. Stephen also visited the Washington Monument, the Jefferson Memorial, and the Lincoln Memorial. These statues and pavilions are dedicated to former U.S. presidents. They commemorate the contributions that these leaders made throughout American history. Washington, D.C. also has several war memorials dedicated to fallen soldiers during the major wars of the 20th century. Away from the Capitol Hill area, Washington, D.C. has many museums and art galleries worth visiting.

TRACCIA N. 3

George is at the pet store, looking at what kind of pet he might want to get for his birthday. George asked if he could have a horse, but his parents said no because horses are too big. First, he sees dogs and cats. George likes them because they are easy to take care of and can play a lot, but they will get bigger. George wants a small pet. Then George sees animals that have to live in a cage. He sees rabbits, guinea pigs, and mice. He likes these animals because they are small. Birds live in cages too. George sees a parrot and a canary. He likes them all, but he doesn't want to clean the cage.

TRACCIA N. 4

Researchers from University College London conducted tests on 24 men and women aged between 28 and 72. They found that cells used to process light deteriorated in the older people. With the red light, these people could see different colours better. The older people's sight got better by 22 per cent. A doctor said: "Populations are ageing rapidly and this is going to be a major issue in the future. We need to gear up for this." He added: "If you can't see clearly you can't read or watch TV. You also tend to fall down and break bones. Our lights are a step in this direction."