

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
CI18/27	04/05/2023	13/05/2023
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
ACADEMIC DEGREE	Bachelor's Degree in Health or Life Sciences + Official Master's Degree/equivalent (<i>Exclusive requirement: provide justification with the candidacy</i>)	
VALUED MERITS /SKYLLS		
TRAINING	- Training in monitoring, management, coordination and support of clinical trials and clinical research in general.	
LANGUAGES	- Level B2 or higher in English - Level in other languages other than English	
EXPERIENCE	- Experience in research management - Management of international projects - Management of consortium participation - Experience in the processing of administrative documentation for ethics committees and clinical research in general.	
OTHERS	- Training abroad - Good Clinical Practice (GCP) accreditation.	
CONTRACT INFORMATION		
TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
Maternity substitution	May	Full time (35h/week)
ANNUAL GROSS SALARY		DURATION OF THE CONTRACT
25.940,35€		Until end of substitution cause
WORK LOCATIONS		UNIT/DEPARTMENT
IDIVAL/HUMV		CENTRAL SUPPORT UNIT
JOB DETAILS		
OFFER DESCRIPTION		
Research Support Technician		
DESCRIPTION OF THE TASKS IN THE PROJECT		
<p>Its main functions and activities will be to support the coordination and management of the MIRCAST Project in collaboration with the principal investigator and the IDIVAL management team.</p> <p>Activities will include:</p> <ul style="list-style-type: none"> • Management of legal documentation, agreements, contracts, etc. • Administrative management. • Follow-up of the progress of the project with the interlocution of the researchers of the different nodes. • Advising the researchers in monitoring the study. • Preparation of the necessary follow-up documentation (technical reports, budgets, etc.). • Preparation of justification documentation and, if necessary, audits. • Dissemination of project highlights. • Support in all those tasks related to the coordination of the MIRCAST project. 		
PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT

Marcos Gómez Ruiz	Surgical Research and Innovation Group	This plaza is convened within the framework of the multi-center research project "MIRCAST" of international scope whose promoter is IDIVAL and has public-private collaboration, whose initial planned duration is 3 years.		
RECRUITMENT INFORMATION				
SELECTION PROCESS STAGES (2)				EMPLOYMENT EXCHANGE
<ol style="list-style-type: none"> 1. Preselection 2. Interview: maximum candidates to interview 4. Those with the maximum score 3. Tribunal report 4. Resolution 				NOT
SELECTION BOARD				
<ul style="list-style-type: none"> • Marcos Gomez Ruiz, Principal Investigator of the Research Project • Galo Peralta, Managing Director of IDIVAL • Patricia Álvarez Ingelmo, HR coordinator (will act as Clerk of the Tribunal) 				
VALUATION OF MERITS				
MERITS	EVALUATION	SCORE		MAXIMUM
Training in monitoring, management, coordination and support of clinical trials and clinical research in general.	CV	Requirement fulfilment	YES/NOT	10
Experience in research management	CV	Requirement fulfilment	YES/NOT	10
Level in English	Supporting document	Level	B2: 5 points C1 or superior: 10 points	10
International project management	CV	Requirement fulfilment	YES/NOT	5
Management of consortium participation	CV	Requirement fulfilment	YES/NOT	5
Experience in the processing of administrative documentation for ethics committees and clinical research in general.	CV	Requirement fulfilment	YES/NOT	5
Training abroad	CV	Time	2 points for month	5
Level in languages other than English (LEVEL AND LANGUAGE)	Supporting document	Level	B2: 3 points C1 or superior: 5 points	5
Have accreditation in Good Clinical Practices (GCP).	Supporting document	Requirement fulfilment	YES/NOT	5
FINAL SCORE				
MAXIMUM TOTAL SCORE BY MERITS				60
MAXIMUM TOTAL SCORE IN INTERVIEW				40
MAXIMUM TOTAL SCORE				100

(1) Not subsanable

(2) See duration of each phase in the document "Selection Process"

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