

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
CI 18/27	08/09/2018	27/09/2018
<b>WORKPLACE</b>		
<b>RESEARCH GROUP</b>		<b>PRINCIPAL INVESTIGATOR</b>
NEW TECHNIQUES IN ABDOMINAL SURGERY		MARCOS GÓMEZ RUIZ
<b>WORKPLACE</b>		<b>UNIT / DEPARTMENT</b>
IDIVAL /HUMV		CENTRAL SUPPORT UNIT
<b>LOCATION WORK PLACE (building, pavilion, plant etc.)</b>		<b>LOCALITY</b>
Edificio IDIVAL. Cardenal Herrera Oria s/n. 39011		SANTANDER
		<b>POST CODE</b>
		39001
<b>PROFILE REQUIREMENTS</b>		
<b>PROFESSIONAL CATEGORY</b>		<b>ACADEMIC DEGREE</b>
RESEARCH SUPPORT TECHNICIAN		Graduate/Engineer or equivalent
<b>CANDIDATE REQUIREMENTS</b>		
<p>We are looking for a professional with experience in research management, especially in projects that involve public-private collaboration and with an emphasis on coordination aspects of clinical studies. The candidate's requirements are:</p> <ul style="list-style-type: none"> <li>- Communication skills</li> <li>- Planning and prioritization capacity</li> <li>- Capacity for teamwork</li> <li>- Initiative, flexibility, autonomy and high degree of responsibility</li> <li>- Flexibility for mobility (trips abroad)</li> <li>- High level of spoken and written English.</li> </ul>		
<b>Valued merits / skills</b>		
<ul style="list-style-type: none"> <li>- Experience in research management and specifically in international project management</li> <li>- Training and experience in monitoring, management, coordination and support of clinical trials and in general clinical research</li> <li>- Experience in the management of consortium participation</li> <li>- Support in the processing of administrative documentation of ethical committees and in general to clinical research</li> <li>- Training abroad</li> <li>- Knowledge in languages other than English</li> </ul>		
<b>RECRUITMENT INFORMATION</b>		
<b>RESEARCH PROJECT</b>		
This position is being held within the framework of the international multicenter research project "MIRCAST". Whose promoter is IDIVAL and has public-private collaboration, whose initial		

planned duration is 3 years.

#### DESCRIPTION OF THE TASKS IN THE PROJECT

Main functions and activities will be supporting the coordination and management of MIRCAST Project in collaboration with the main researcher and the IDIVAL management team.

Its activities will include:

- Management of legal documentation, agreements, contracts, etc.
- Administrative management and budgetary control.
- Monitoring of the progress of the project and interlocution with the researchers of the different centers.
- Advising the researchers in monitoring the study,
- Preparation of the necessary monitoring documentation (technical reports, budgets, etc.)
- Preparation of justification documentation and, where appropriate, audit
- Dissemination of the highlights of the project
- Support in all those tasks related to the coordination of the MIRCAST project

DURATION OF THE CONTRACT	JOB STATUS	ANNUAL GROSS SALARY IN FULL TIME (40H PER WEEK)
12 months extendable. Duration always depending on the project and the economic availability.	COMPLETE	23.179,09€

#### SELECTION BOARD

- **Marcos Gómez Ruiz, Project´s Main Researcher**
- **Galo Peralta, IDIVAL´s Management Director**
- **Marta Abelleira, Human Resources Coordinator (She will act as registrar of the selection board)**

In compliance with the provisions of the Spanish Organic Law 15/1999 on Data Protection, of December 13, we inform you that the personal data provided to IDIVAL (hereinafter the Entity), will be included in an automated personal data filing system owned by the latter and kept under their responsibility, in order to manage their participation in our personnel selection processes. You may exercise the right of objection, access, rectification and erasure in relation to your personal data by writing to IDIVAL's Information Department through the email [idival@idival.org](mailto:idival@idival.org)