

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
DIRECC-Y-GEST	12/03/2021	21/03/2021
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
ACADEMIC DEGREE	Bachelor's degree + Official master's degree	
EXPERIENCE	Experience in human resources management	
VALUED MERITS /SKYLLS		
FURTHER	Master in Human Resources Management	
EXPERIENCE	<ul style="list-style-type: none"> <li>• Experience in human resources management in the public sector.</li> <li>• Experience in research management</li> <li>• Experience in the use of computerized management tools in Foundations.</li> </ul>	
CONTRACT INFORMATION		
TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
For Project or services	March/April 2021	Full time (35h/week)
ANNUAL GROSS SALARY		DURATION OF THE CONTRACT
39.361,92€		6 months
WORK LOCATIONS		UNIT/DEPARTMENT
IDIVAL		HUMAN RESOURCES
OFFER DESCRIPTION		
HUMAN RESOURCES AND CLINICAL RESEARCH COORDINATOR		
DESCRIPTION OF THE TASKS IN THE PROJECT		
Coordinator of HR management in IDIVAL which includes, contract management, job offers, training agreements, and all those tasks that are assigned by the Director of Management in his area.		
PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
GALO PERALTA FERÁNDEZ	UNIDAD CENTRAL DE APOYO A LA INVESTIGACIÓN	DIRECCIÓN Y ESTRUCTURA
RECRUITMENT INFORMATION		
SELECTION PROCESS STAGES (2)		EMPLOYMENT EXCHANGE
<b>Preselection:</b> <b>Inverview:</b> maximum candidates to be interviewed: 4 (in order of score: from highest to lowest). Minimum score for this phase: 40 <b>Tribunal report:</b> <b>Resolution:</b>		NOT
SELECTION BOARD		

- **María José Marín, Technology Services Coordinator**
- **Galo Peralta, IDIVAL 's Management Director**
- **Julio Muela Carriles Management Coordinator**

**VALUATION OF MERITS**

MERITS	EVALUATION	SCORE		MAXIMUM
<b>Master in Human Resources Management</b>	<b>Accreditation document</b>	<b>Requirement fulfillment</b>	<b>YES/NOT</b>	<b>10</b>
<b>Experience in human resources management in the public sector.</b>	<b>CV</b>	<b>Months of work</b>	<b>1,5 point/month</b>	<b>30</b>
<b>Experience in research management</b>	<b>CV</b>	<b>Months of Word</b>	<b>1point/month</b>	<b>15</b>
<b>Experience in the use of computerized management tools in Foundations.</b>	<b>CV</b>	<b>Requirement Fulfillment</b>	<b>YES/NOT</b>	<b>5</b>
<b>FINAL SCORE</b>				
<b>MAXIMUM TOTAL SCORE BY MERITS</b>				<b>60</b>
<b>MAXIMUM TOTAL SCORE IN INTERVIEW</b>				<b>40</b>
<b>MAXIMUM TOTAL SCORE</b>				<b>100</b>

(1) Not subsanable

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

*In compliance with the provisions of Article 11 of Organic Law 3/2018, you are informed that the person responsible for the processing of your personal data is the MARQUES DE VALDECILLA INSTITUTE OF INVESTIGATION FOUNDATION (IDIVAL), your data will be treated in order to be treated to the extent that they were necessary or convenient for the development of the legal relationship established between the parties. You can exercise your rights of access, rectification, deletion, opposition, portability or limitation of the treatment, by contacting the IDIVAL FOUNDATION at the following address: AVDA. CARDENAL HERRERA ORIA, S / N 39007, SANTANDER. More information at [www.idival.org/es/Política-de-Privacidad](http://www.idival.org/es/Política-de-Privacidad)*