

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
2020.116	14/09/2023	23/09/2023
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
ACADEMIC DEGREE	Medium degree in Administrative Management (<i>Exclusive requirement: provide justification with the application.</i>)	
VALUED MERITS /SKYLLS		
EXPERIENCE	<ul style="list-style-type: none"> • Database management • Organizational skills • Minimum of 3 years of experience in administrative support of oncology trials 	
LANGUAGES	<ul style="list-style-type: none"> • Intermediate level of English 	
OTHER	<ul style="list-style-type: none"> • GCP training certificate 	
CONTRACT INFORMATION		
TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
Indefinite in accordance with Article 23 Bis of Law 14/2011, of June 1, 2011, on Science, Technology and Innovation.	September 2023	Complete (40 h/week)
ANNUAL GROSS SALARY	DURATION OF THE CONTRACT	
17.280 €	Indefinite, linked to the duration of the project and economic availability based on RDL8/2022	
WORK LOCATIONS	UNIT/DEPARTMENT	
Valdecilla South Building, 2nd Floor, Oncology Clinic	Medical Oncology Service. HUMV	
JOB DETAILS		
OFFER DESCRIPTION		
Research support technician		
FUNCTIONS		
• Documentation management and operation of the oncology trials unit.		
PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
Fernando Rivera Herrero	Clinical Trials, Medical Oncology and Palliative Medicine	2023.102: Open-label, multidrug, multicenter, Phase II protocol to evaluate the efficacy, safety, tolerability, pharmacokinetics, and immunogenicity of new combinations in patients with locally advanced unresectable or metastatic gastric or gastroesophageal adenocarcinoma.

RECRUITMENT INFORMATION				
SELECTION PROCESS STAGES (2)				EMPLOYMENT EXCHANGE
1. Pre-selection 2. Interview: minimum score for this phase: 45 3. Report of the Selection Board 4. Resolution				NOT
SELECTION BOARD				
<ul style="list-style-type: none"> • Fernando Rivera Herrero, Project´s Main Researcher • Galo Peralta, IDIVAL´s Management Director • Patricia Álvarez-Ingelmo, IDIVAL Human Resources Coordinator (She will act as registrar of the selection board). 				
VALUATION OF MERITS				
MERITS	EVALUATION	SCORE		MAXIMUM
Database management	CV	Compliance with the requirement	Yes/ Not	7,5
Organizational capacity	CV	Compliance with the requirement	Yes/ Not	20
Minimum 3 years of experience in administrative support of oncology trials.	CV	Compliance with the requirement	Yes/ Not	15
Intermediate level of English	CV	Compliance with the requirement	Yes/ Not	7,5
GCP training certificate	Accredited	Compliance with the requirement	Yes/ Not	10
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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