JOB OFFER		
REFERENCE	**OPENING DATE**	**DEADLINE**
PT20/00084	9/8/2021	18/8/2021

PROFILE REQUIREMENTS

EXCLUSIVE REQUIREMENTS: (1)	
ACADEMIC DEGREE	PhD
EXPERIENCE	Experience of 5 years in support to management and monitoring of clinical trials
OTHERS REQUIREMENTS	Formal training in Clinical Trials: Master Good Clinical Practice Certification

VALUED MERITS /SKYLLS	
EXPERIENCE	- Experience in management of medication and samples from patients, within clinical trials. - Teaching experience in Good Clinical Practice courses
LANGUAGES	Upper-intermediate level of spoken and written English

CONTRACT INFORMATION

TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
To research Project	September	Full time (35h/week)

ANNUAL GROSS SALARY	DURATION OF THE CONTRACT
26.395,17€	1 year (extendable depending on the project and financial availability)
WORK LOCATIONS	**UNIT/DEPARTMENT**
Hospital Universitario Marqués de Valdecilla. IDIVAL. Pavilion 15-2º	Area of Clinical Trials. Clinical Pharmacology Service

OFFER DESCRIPTION
Research Technician

DESCRIPTION OF THE TASKS IN THE PROJECT
- To act as the main contact of the sponsor throughout the project. - To contribute in the process of drafting the protocol in those aspects that influence its practical execution, and in other aspects in which he/she is experienced. - To assist in selecting and evaluating the sites to participate in the project. - To establish a specific Monitoring Plan and Manual for each project and to monitor the same to ensure compliance. - To work with the project sponsor to ensure that it is completed in accordance with the budget plan, deadlines and commitments established by SCReN. - To coordinate, together with the Principal Investigator, the study's practical development, and to establish the necessary communication channels between all the agents involved in the project until the close-out of the sites. - To supervise the establishment and maintenance of essential trial documentation, updated and properly filed in the project Master File. - To coordinate all the regulatory documents of the research project. - To train, supervise and assist the internal or external monitoring team. - To coordinate the participation in the activities of monitoring the project with the activities of other UICECs or sites associated with the project. - To supervise the monitoring activities carried out by the monitors. - To conduct co-monitoring visits, if required. - To review and approve the Reports of the site visits.

- To coordinate the proper control of the project's investigational product.
- To coordinate or collaborate in the project's safety surveillance - pharmacovigilance.
- To coordinate or collaborate in data collection and management to evaluate the project's effectiveness and safety.
- To collaborate in the proper design of the Case Report Form, in paper or electronic format.
- To coordinate or collaborate in drafting the regulatory or project management intermediate reports.
- To keep the information updated in the project Management tools - CTMS and Intranet SCReN -.
- To coordinate or collaborate in preparing the project's Final Report.
- To maintain a detailed analysis of risk and quality.
- To coordinate, together with the Principal Investigator and the sponsor, the activities prior to an internal or external audit or inspection, and to assist in the development of the same.

PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
Mª del Mar García Saiz	Area of Clinical Trials. Clinical Pharmacology Service	ISCIII Clinical Research Support Platform (SCReN).” Aid funded by the Instituto de Salud Carlos III (Ministry of Science and Innovation) and co-funded by the European Regional Development Regional Development Fund (ERDF)".

RECRUITMENT INFORMATION

SELECTION PROCESS STAGES (2)	EMPLOYMENT EXCHANGE
Preselection: Inverview: maximum number of candidates to be interviewed: 3. Minimum score for this stage: 40 Tribunal report: Resolution:	NOT

SELECTION BOARD

- Mª del Mar García Sáiz, 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
Experience in management of medication and samples from patients, within clinical trials.	Curriculum	Requirement fullfilement	Yes/No	25
Teaching experience in Good Clinical Practice courses	Supporting document	Requirement fulfilment	Yes/No	25
Upper-intermediate level of spoken and written English	Curriculum	Requirement fullfilement	Yes/No	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”

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