

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
CI18/27	25/08/2023	03/09/2023
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
ACADEMIC DEGREE	Bachelor's degree in health or life sciences + official Master's degree (<i>Excluding requirement: proof must be provided with application</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 AND LANGUAGE). - Level in other languages other than English.	
EXPERIENCE	- 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. - Accreditation of Good Clinical Practices (GCP).	
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	Full time (35 h/week)
ANNUAL GROSS SALARY	DURATION OF THE CONTRACT	
25.940,35€	*Indefinite, linked to the duration of the project and economic availability based on RDL8/2022	
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
1. Pre-selection 2. Interview: maximum candidates to be interviewed 4. Those with the maximum score. 3. Report of the Selection Board 4. Resolution				NOT
SELECTION BOARD				
<ul style="list-style-type: none"> Marcos Gomez Ruiz, Principal Investigator of the Research Project. Galo Peralta, IDIVAL's Director of Management. Patricia Álvarez-Ingelmo, HR Coordinator (will act as Secretary 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
Level B2 or higher in English	Accredited	Level	B2: 5 pts C1 or higher: 10 pts	10
Level in languages other than English (LEVEL AND LANGUAGE)	Accredited	Level	B2: 3 pts C1 or higher: 5 pts	5
Research management	CV	Requirement fulfilment	YES/ NOT	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 pts for month	5
Have accreditation in Good Clinical Practices (GCP).	Accredited	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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