

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
2019.127	03/11/2023	12/11/2023
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
<b>ACADEMIC DEGREE</b>	Higher vocational training ( <i>Exclusive requirement: provide justification with the application</i> ).	
VALUED MERITS /SKYLLS		
<b>FURTHER</b>	<ul style="list-style-type: none"> <li>• "Analysis Laboratory and Quality Control" HVTC or similar.</li> <li>• Courses related to quality management.</li> </ul>	
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Experience in analysis laboratories under quality standards (ISO9001 or others).</li> <li>• Experience in quality management (reviewing and writing procedures; investigation of deviations and application of corrective actions, writing validation plans, management of the equipment's verification, calibration and maintenance Plan, participation in external and internal audits, etc.).</li> </ul>	
<b>LANGUAGES</b>	<ul style="list-style-type: none"> <li>• B2 English</li> </ul>	
<b>OTHERS</b>	<ul style="list-style-type: none"> <li>• Good computer skills</li> </ul>	
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.	December/January	Full-time 1575 hours per year (approx. 35h/week)
ANNUAL GROSS SALARY	DURATION OF THE CONTRACT	
18.114,28 €	Indefinite, linked to the duration of the project and economic availability based on RDL8/2022	
WORK LOCATIONS	UNIT/DEPARTMENT	
PAVILION 20, 1 <sup>ST</sup> FLOOR, HUMV	HEMATOLOGY	
JOB DETAILS		
OFFER DESCRIPTION		
Research support technician		
FUNCTIONS		
<p>In coordination with the Quality Manager of the Hematology Department, the applicant will manage and maintain the different quality management systems of the Department based on ISO9001, CAT and JACIE regulations and obtain the new certifications that are required.</p> <p>In this sense, the applicant will report to the Quality Manager and those responsible for the Department (Head of Department, Section Heads and/or Director of the Transplant Program).</p> <p>These tasks generally include:</p> <ul style="list-style-type: none"> <li>• Writing and reviewing Quality Management procedures. Reviewing technical procedures at the level of format, coding, document traceability, etc.</li> <li>• Analysis of incidents, implementation and monitoring of corrective and preventive actions.</li> <li>• Participation in internal and external audits.</li> <li>• Writing and reviewing Validation Plans and Validation Reports for equipment or processes, carrying out those tasks or measurements that are requested for the validation.</li> </ul>		

- **Verifying compliance with the equipment verification, calibration and maintenance Plan. Management of laboratory equipment (equipment technical files, manuals, labeling, etc.)**
- **Create and update Personnel Files.**
- **Participate in the Department sessions that are required.**
- **Manage the computer program associated with the management system (e-BDI, modulab, etc.).**

**Other tasks:**

- **Management of purchases of equipment and materials for the Department.**
- **Manage the Curriculum of the Hematology Department (summary of the scientific and research activity of all members of the Department).**

PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
Enrique M. Ocio San Miguel	Neoplasms Hematologic and Progenitor Progenitors Hematopoietic	<b>2019.127: Dose escalation, safety, pharmacokinetics, pharmacodynamics, and preliminary efficacy study of SAR650984 (isatuximab) administered intravenously in combination with bortezomib dosing regimens in newly diagnosed adult patients with multiple myeloma ineligible for transplant or without immediate intent to transplant.</b>

**RECRUITMENT INFORMATION**

SELECTION PROCESS STAGES (2)	EMPLOYMENT EXCHANGE
<b>1. Pre-selection</b> <b>2. Interview: maximum candidates to be interviewed: 10. Minimum score for this phase: 25</b> <b>3. Report of the Selection Board</b> <b>4. Resolution</b>	<b>YES</b>

**SELECTION BOARD**

- **Enrique M. Ocio San Miguel, 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
FP "Superior Technician in Laboratory Analysis and Quality Control" or similar	Certifying document	Fulfillment of merit	YES/ NOT	5
Courses related to quality management	Certifying document	Fulfillment of merit	YES/ NOT	10
Experience in analysis laboratories under quality standards (ISO9001 or others).	CV	Fulfillment of merit	YES/ NOT	15
Experience in quality management (review and write procedures; investigation of deviations and application of corrective actions, writing validation plans, management of the equipment's verification, calibration and maintenance Plan, participation in external and internal audits, etc.).	CV	Fulfillment of merit	YES/ NOT	20
B2 English	Certifying document	Fulfillment of merit	YES/ NOT	5

Good computer skills	CV	Fulfillment of merit	YES/ NOT	5
<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"

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