

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
DIREC-Y-GEST	23/02/2024	03/03/2024
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
ACADEMIC DEGREE	Degree in law (Exclusive requirement: provide justification with the application).	
VALUED MERITS /SKYLLS		
EXPERIENCE	<ul style="list-style-type: none"> • Experience in management of clinical trial contracts in Research Institutes. • Experience in supporting Clinical Research Ethics Committees. • Experience in the use of CTIS (Clinical Trial Transformation System). • Experience in the use of computerized management tools in foundations. 	
CONTRACT INFORMATION		
TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
Eventual	16/03/2024	Full time 1575 hours per year (approx. 35h/week)
ANNUAL GROSS SALARY		DURATION OF THE CONTRACT
28.741,05 €		3 months
WORK LOCATIONS		UNIT/DEPARTMENT
IDIVAL		Central Support Unit
JOB DETAILS		
OFFER DESCRIPTION		
Research support technician		
FUNCTIONS		
<ul style="list-style-type: none"> • Clinical trials management • Support to Clinical Research Ethics Committees (support in the preparation of meetings, agendas, minutes). • Use of CTIS (Clinical Trial Transformation System). • Use and operation of computerized management tools in foundations. 		
PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
Galo Peralta Fernández	Central support unit/Clinical trials	Direction and Structure
RECRUITMENT INFORMATION		
SELECTION PROCESS STAGES (2)		EMPLOYMENT EXCHANGE
<ol style="list-style-type: none"> 1. Pre-selection 2. Interview: maximum candidates to be interviewed: 2. Minimum score for this phase: 40 3. Report of the Selection Board 4. Resolution 		NOT
SELECTION BOARD		

<ul style="list-style-type: none"> • Galo Peralta Fernández, Project's Main Researcher • Marcos López Hoyos, Scientific 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 clinical trial contracts in Research Institutes.	Curricular	Months worked	1 point per month worked	15
Experience in supporting Clinical Research Ethics Committees.	Curricular	Merit fulfillment	YES/NO	15
Experience in the use of CTIS (Clinical Trial Transformation System).	Curricular	Merit fulfillment	YES/NO	15
Experience in the use of computerized management tools in foundations	Curricular	Merit fulfillment	YES/NO	15
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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