JOB OFFER		
REFERENCE	**OPENING DATE**	**DEADLINE**
RD21/0005/0010	**10/12/2024**	**19/12/2024**

PROFILE REQUIREMENTS

EXCLUSIVE REQUIREMENTS: (1)	
ACADEMIC DEGREE	• Degree in Biology/Equivalent *(Justification must be provided with the application).*
EXPERIENCE	• Experience in clinical research *(Justification must be provided with the application).*
OTHERS REQUIREMENTS	• Certificate of Good Clinical Practice *(Justification must be provided with the application).*
VALUED MERITS /SKYLLS	
FURTHER	• General knowledge of ERC. • Title of expert or specialist in Project Management in Clinical Research.
EXPERIENCE	• Experience in resource planning, budgeting and quality management of research projects. • Experience in monitoring and coordination of ECCE (phases I to IV). • Previous experience in research groups.
LANGUAGES	• English, Level B2 - C1.
OTHERS	• Management of medical databases and documentation archives. • Management of clinical research management software tools (EDC, CTMS...). • Handling and sending biological samples and accounting for drugs in research.

CONTRACT INFORMATION

TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
Contract for scientific-technical activities (article 23.bis of Law 14/2011, of June 1, on Science, Technology and Innovation)	**December 2024**	**Full time.** 1575 hours per year (aprox. 35 h/week)
ANNUAL GROSS SALARY	**DURATION OF THE CONTRACT**	
23.448,41€ without prejudice to the basic update established in state legislation for 2024.	**Indefinite** (linked to the duration of the project or to external financing or financing from public grants in full competition).	
WORK LOCATIONS	**UNIT/DEPARTMENT**	
HUMV	**Nephrology**	

JOB DETAILS

OFFER DESCRIPTION

Research support technician

FUNCTIONS

- Responsible for the overall management of clinical trials from start to finish (suitability of the site, recruitment, schedules, sample and medication management, records, etc.).
- Ensure compliance with applicable legislation, Good Clinical Practice and ICH Guidelines.
- Coordinate all trial activities, including management of internal teams and communication with promoters and CROs.
- The position requires strong leadership analytical skills to manage deadlines and solve problems.
- Overall responsibility for delivering projects on time.
- Coordinate the meetings of the research team and act as the main point of contact with the sponsor/CRO.
- Create and control project schedules.
- Coordinate study suppliers (e.g., EDC, clinical supplies, medication shipments).
- Supervise the trial start-up procedures (documentation of the research team, contracts with sponsors, IMS).
- Review protocols and other important study documents.
- Monitor activities in communication with CRAs, as well as sponsor audits and inspections of regulatory agencies.
- Work in collaboration with other services and centres involved in the research project.

PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
Dr. Emilio Rodrigo Calabia	**Immunopathology (solid organ transplantation)**	**RD21/0005/0010: Cooperative Research Oriented to Health Results (RICORS): Inflammation and immunopathology of organs and systems. Aid financed by the Instituto de Salud Carlos III (Ministry of Science and Innovation) and financed by the NextGenerationEU funds, which finance the actions of the Mechanism for Recovery and Resilience (MRR).**

RECRUITMENT INFORMATION

SELECTION PROCESS STAGES (2)	EMPLOYMENT EXCHANGE
1. **Admission of applications.** 2. **Competition phase.** 3. **Interview pase:** maximum number of candidates to be interviewed: 3. Minimum score for this phase: 50. 4. **Report of the Tribunal.** 5. **Resolution.** **Note: in order for candidates to be considered for recruitment and employment exchange purposes, they must have a total score of at least 30 points.**	**NOT**

SELECTION BOARD

- **President:** Dr. Emilio Rodrigo Calabia, Principal Research.
- **Member:** Dr. Juan Carlos Ruiz San Millán, Research
- **Member and secretary:** Maria José Marín Vidalled, Coordinator of IDIVAL Technological Services

VALUATION OF MERITS

MERITS	EVALUATION	SCORE		MAXIMUM
General knowledge of ERC	Curricular	Fulfilment of merit	YES/NO	5
Title of expert or specialist in Project Management in Clinical Research	Curricular	Fulfilment of merit	YES/NO	10
Experience in resource planning, budgeting and quality management of research projects	Curricular	Fulfilment of merit	1 point per year worked	10
Experience in monitoring and coordination of ECCE (phases I to IV)	Curricular	Fulfilment of merit	1 point per year worked	10
Previous experience in research groups	Curricular	Fulfilment of merit	1 point per year worked	10
English, Level B2 - C1	Curricular	Fulfilment of merit	YES/NO	5
Management of medical databases and documentation archives	Curricular	Fulfilment of merit	1 point per year worked	10
Management of clinical research management software tools (EDC, CTMS...)	Curricular	Fulfilment of merit	1 point per year worked	10
Handling and sending biological samples and accounting for drugs in research.	Curricular	Fulfilment of merit	B2: 5 C1: 10	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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Santander as of the date of electronic signature

Fdo. Francisco Galo Peralta Fernandez