

JOB OFFER		
REFERENCE	OPENING DATE	DEADLINE
CI18/27	15/01/2021	24/01/2021
PROFILE REQUIREMENTS		
EXCLUSIVE REQUIREMENTS: (1)		
ACADEMIC DEGREE	Degree/equivalent	
EXPERIENCE	Research management experience	
OTHERS REQUIREMENTS	English B2	
VALUED MERITS /SKYLLS		
FURTHER	Training in monitoring, management, coordination and support of clinical trials and clinical research in general	
EXPERIENCE	<ul style="list-style-type: none"> - International project management - Consortium participation management - Experience in processing administrative documentation for ethics committees and clinical research in general 	
LANGUAGES	Level in languages other than English	
OTHERS	Training abroad	
CONTRACT INFORMATION		
TYPE OF CONTRACT	EXPECTED INCORPORATION DATE	JOB STATUS
A Research Project	February 2021	Full time (35h/week)
ANNUAL GROSS SALARY		DURATION OF THE CONTRACT
24.233,74€		12 (extendable months depending on the project and economic availability)
WORK LOCATIONS		UNIT/DEPARTMENT
IDIVAL/HUMV		CENTRAL SUPPORT UNIT
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 researcher and the management team of IDIVAL.</p> <p>Its activities will include:</p> <ul style="list-style-type: none"> - Management of legal documentation, agreements, contracts, etc. - Administrative management. - Monitoring the progress of the project with dialogue between the researchers of the different nodes. - Advice to researchers on monitoring the study. - Preparation of the necessary monitoring documentation (technical reports, budgets, etc.). - Preparation of justification documentation and, if necessary, an audit. - Dissemination of the most important aspects of the project. - Support in all those tasks related to the coordination of the MIRCAST project 		
PRINCIPAL INVESTIGATOR / RESPONSABLE	RESEARCH GROUP	RESEARCH PROJECT
Marcos Gómez Ruiz	Surgical 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
Preselection: Interview: maximum candidates to interview 4. Those with the highest score Tribunal report: Resolution:				NOT
SELECTION BOARD				
<ul style="list-style-type: none"> • Marcos Gomez Ruiz, Investigador Principal del Proyecto de Investigación • Galo Peralta, Director de Gestión de IDIVAL • Patricia Álvarez-Ingelmo, coordinadora de RRHH (actuará como Secretario del 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
International project management	CV	Requirement fulfilment	YES/NOT	10
Consortium participation management	CV	Requirement fulfilment	YES/NOT	10
Experience in processing administrative documentation for ethics committees and clinical research in general	CV	Requirement fulfilment	YES/NOT	10
Training abroad	CV	Requirement fulfilment	YES/NOT	10
Level in languages other than English	CV	Requirement fulfilment	YES/NOT	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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