JOB OFFER		
REFERENCE	**OPENING DATE**	**DEADLINE**
CI18/27	15/03/2022	24/03/2022

PROFILE REQUIREMENTS	
EXCLUSIVE REQUIREMENTS: (1)	
ACADEMIC DEGREE	**Bachelor's degree + official master's degree/equivalent**
EXPERIENCE	**Research management experience**
OTHERS REQUIREMENTS	**English B1**
VALUED MERITS /SKYLLS	
FURTHER	**Training in monitoring, management, coordination and support of clinical trials and clinical research in general.**
EXPERIENCE	• **Management of international projects** • **Management of consortium participation** • **Experience in the processing of administrative documentation for ethics committees and clinical research in general.**
LANGUAGES	**English level higher than B1 and/or level in other languages other than English.**
OTHERS	• **Training abroad** • **Good Clinical Practice (GCP) accreditation.**

CONTRACT INFORMATION		
TYPE OF CONTRACT	**EXPECTED INCORPORATION DATE**	**JOB STATUS**
Eventual	**APRIL 2022**	**Full time (35h/week)**

ANNUAL GROSS SALARY	DURATION OF THE CONTRACT
24.940,88 €	**6 months (extendable 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
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. **Activities will include:** • **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 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
Preselección Entrevista: máximo candidatos a entrevistar 4. Aquellos con la puntuación máxima. Informe del Tribunal Resolución	NOT

SELECTION BOARD

- 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
Management of consortium participation	CV	Requirement fulfilment	YES/NOT	10
Experience in the processing	CV	Requirement fulfilment	YES/NOT	10

of administrative documentation for ethics committees and clinical research in general.				
Training abroad	**CV**	**Time**	**2 points for month**	**5**
Level of English higher than B1 and/or level in languages other than English (LEVEL AND LANGUAGE)	**Supporting document**	**Level**	**B2: 5 points C2 or superior: 10 points**	**10**
Have accreditation in Good Clinical Practices (GCP).	**Supporting document**	**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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