Reference: 046-22

JOB OFFER

Lleida Biomedical Research Institute is recruiting a:

- Research nurse -

The Institute

The IRBLleida aims to promote, develop, transfer, manage and disseminate research excellence, scientific and technological knowledge, teaching and training in the field of life sciences and health. To this end, it promotes relations and the exchange of knowledge between the research staff and research groups belonging to the various centres and entities in the biomedical field, which operate mainly in the Lleida area; it promotes collaboration with other institutions and entities, prioritising the implementation of joint projects; it raises funds to finance research activities of excellence of interest to the aforementioned centres and devices; and it manages the research resources entrusted to it by the various institutions and entities that form part of it. Within the territorial environment, it collaborates closely with:

- The University of Lleida (UdL) includes researchers from the Faculties of Medicine and Nursing and Physiotherapy.
- The Catalan Healthcare system includes healthcare staff from:

  o Catalan Health Institute (ICS): Arnau de Vilanova University Hospital (HUAV), the Lleida Primary Care and Community and Primary Care in the Alt Pirineu-Aran Health Region

  o Gestió de Serveis Sanitaris (GSS): Santa María University Hospital (HUSM), Pallars Regional Hospital and Mental Health, among others.

The IRBLleida is a CERCA institute with its own legal status: Fundació Institució dels Centres de Recerca de Catalunya (I-CERCA) de Catalunya, which is organised according to a model of good governance and operation that ensures efficiency, management flexibility, recruitment and promotion of talent, strategic planning and executive capacity. It is also a Health Research Institute (IIS) accredited by the Carlos III Health Institute and the Government of the Generalitat, as established by Law 16/2003, of 28 May, on the cohesion and quality of the national health system.

In December 2014, the Lleida Biomedical Research Institute's received the 'HR Excellence in Research' logo from the European Commission. This is a recognition of the Institute's commitment to developing an HR Strategy for Researchers, designed to bring the practices and procedures in line with the principles of the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (Charter and Code).

Please, check out our Recruitment Policy

HR EXCELLENCE IN RESEARCH

Professional profile:

- Research Technician.

Requirements (applications that do not comply with this point will be excluded):

- Degree or diploma in nursing.
- Current Good Clinical Practice Certificate.

Tasks to be developed:

The selected person will assume the tasks of a nurse coordinator of clinical trials of the Endocrinology and Nutrition Service and the Obesity, Diabetes and Metabolism Research Group (ODIM), with the mission of providing support and supervision of their development under the supervision of the principal investigator, performing non-clinical tasks (logistics and data entry) and clinical tasks (nursing procedures), with the aim of contributing to the fulfilment and exercise of the protocol, according to the defined practices. The tasks developed will be carried out for the research line (i) To be able to predict the response to bariatric surgery (BC), both ponderal and metabolic and will consist of:

1. Research nurse:

    - Execution of nursing procedures according to each protocol
    - Coordination of the clinical trial research team
    - Scheduling of patient and test schedules
    - Data entry to the data collection notebook (CRD)

2. Clinical Trials Coordinator:

    - Coordination of the clinical trial research team
    - Thorough knowledge of study protocols and their requirements
    - Preparing and attending to monitoring and audits
    - Setting up clinical trials

Would be an asset:

- Master's degree in health research.
- Previous experience in clinical trials and clinical research in the field of endocrinology and nutrition, especially diabetes and obesity, both as a nurse and as a coordinator and date manager.

- Knowledge of the functioning of the SAP system.
- Proficiency in the office package.
- Knowledge of scientific and clinical English.
- Participation as a collaborating researcher in competitive research projects.
- Author or co-author of indexed publications (especially in Q1).
- Accreditation of teaching hours (professional training, lectures, courses and workshops).
- Participation in scientific meetings (posters / oral communications) in Endocrinology and Nutrition.
- Experience in the processing of biological samples.
- Flexibility in working hours and mobility.
- Ability to work in a team and to respect the organisation chart.
- Creativity, empathy and enthusiasm.
- Ease in acquiring new knowledge.

The Offer – Working Conditions

- Type of contract: Indefinite-term contract for scientific and technical activities.
- Planned start date: Immediate.
- Working day: Part-time of 30 hours per week from Monday to Friday from 9:00 to 15:00 h.
- Remuneration: 16,000 euros gross per year.

We provide a highly stimulating environment with state-of-the-art infrastructures. To check out our training and development portfolio, please visit our website in the training section.

We offer and promote a diverse and inclusive environment and welcomes applicants regardless of age, disability, gender, nationality, race, religion or sexual orientation.

The IRBLleida is committed to reconcile a work and family life of its employees and are offering the possibility to benefit from flexible working hours.

Documents and application deadline:

All applications must include:

- A motivation letter
- Full curriculum vitae with contact details and national identity card number.
- Deadline: Please submit your application by August 04, 2022. Latest time for the submission of applications: 14:00 h - Europe/Brussels

Those interested can apply to the 046-22 offer by filling out the form available at https://www.irblleida.org/ca/job-application/ and attaching a CV and a cover letter.

Selection process schedule for reference 046-22	
15 days	Publication and dissemination of the job offer: IRBLleida website, social networks, other employment websites according to the features of the job offered
Next 2 working days	Transfer of the CVs to the Selection Committee
Next 5 working days	Meeting of the Selection Committee: - Interview of the pre-selected candidates - Evaluation of the candidates and meeting minutes certifying the candidate awarded with the position - Communication of the selected candidate to HR
Next 5 working days	Completion of the paperwork required to formalize the employment contract
Immediate	Approximate contract starting date
Express selection process	
When an employee must be replaced urgently, for instance, to cover a sick leave, scientific reasons justifying the incorporation on a specific day, specification in a resolution, etc., an express selection process could be undertaken.	

This selection process will follow the same procedure as the ordinary one, but the duration of several steps will be reduced, *i.e.* publication of the job offer, submission of applications, evaluation and selection process.

In this case, due to the need to provide immediate attention to the service users, the express selection process will be followed.

The contract will be in accordance with the provisions of **article 15 of Royal Legislative Decree 1/1995, of 24 March**, approving the text of the Workers' Statute Act, in accordance with the provisions of **article 2 of Royal Decree 2720/98, of 18 December (B.O.E. of 8 January 1999), Law 12/2001, of 9 July (B.O.E. of 10 July)** and concordant provisions.

The principle of equality between men and women is taken into account, in accordance with **Organic Law 3/2007, of 22 March**, for the effective equality of women and men.

The principle to equal opportunities and treatment, as well as the real and effective exercise of rights by people with disabilities on equal terms with other citizens, through the promotion of personal autonomy, universal accessibility, access to employment, inclusion in the community and independent living and the eradication of any form of discrimination, in accordance with **articles 9.2, 10, 14 and 49 of the Spanish Constitution** and the International Convention on the Rights of Persons with Disabilities and the international treaties and agreements ratified by Spain, in accordance with the provisions of **Royal Legislative Decree 1/2013, of 29 November**.

Informative clause for the processing of personal data

Responsible: Institut de Recerca Biomèdica de Lleida Fundació Dr. Pifarré
Purpose: Management of job offers.
Legitimation: The legal basis of the treatment is the completion of a selection process to fill a position.
Recipients: The data will not be transferred to third parties, except in the legal obligations set by law.
Rights: Access, rectification and deletion of data, as well as other rights, as explained in the additional information.
Additional information: Additional and detailed information on Data Protection can be found our website http://www.irblleida.org/en/legal-notice/

IRBLleida is committed to the principles of merit-based recruitment and transparency (OTM-R) in accordance with the HRS4R seal requirements.

ANNEX I: SELECTION COMMITTEE

PRESIDENT

- IRBLleida Scientific director
  - Dr. Diego Arango

CHAIRS

- Researcher at IRBLleida
  - Dr. Albert Lecube Torelló

- Manager of IRBLleida
  - Sra. Eva López

SECRETARY

- IRBLleida HR and procurement manager
  - Ms. Elena Moscatel

ANNEX III: SCALE OF MERITS

a) Academic curriculum and complementary training – 30points.

Valued:

- Master's degree in Health Research 30 points

b) Certified professional experience. 50 points

- In clinical trials and research in the field of endocrinology and nutrition, especially diabetes and obesity. 10 points
- As a nurse, coordinator and date manager 10 points
- Knowledge of the functioning of the SAP system 10 points
- Participation as a collaborating researcher in competitive research projects 10 points
- Authorship or co-authorship in indexed publications (especially in Q1) 5 points
- Flexibility in working hours and mobility 5 points

c) Competence test or interview – 20 points