

 **WE ARE LOOKING FOR...**

**Innovation Technician for the Projects and Innovation
Department**

What do we offer?

Department	Department of Projects and Innovation
Type of contract	Indefinite due to scientific-technical activities
Contract Duration	Until 31/12/2028
Home	Immediate
Matchday	37.5 h/week – full-time
Category	Technician C3
Remuneration	€29,800.11 gross/year

The Institute

The Institute for Biomedical Research of Lleida, Dr. Pifarré Foundation (IRBLleida) was created with the aim of creating synergies between basic, clinical and epidemiological research, making biomedical research a key driver to improve current clinical practice. IRBLleida covers a chain of translational research, from basic research, aimed at understanding the physiological and pathological mechanisms of the human body, to research that studies the behaviour of diseases in large population groups.

IRBLleida was founded in 2004 through a collaboration agreement between the University of Lleida (UdL) and the Catalan health system. IRBLleida is part of research groups from the Faculties of Medicine and Nursing and Physiotherapy of the FGSHSCSP. On the other hand, we incorporate research groups of:

1. The Catalan Institute of Health (ICS) both in the hospital setting (Arnau de Vilanova University Hospital-HUAV) and [in primary care in Lleida](#) and the [High Pyrenees-Aran Health Region](#).
2. The healthcare provider [Healthcare Management \(GSS; Santa María University Hospital-HUSM, El Pallars Regional Hospital](#) and [Mental Health](#), among others).



IRBLleida has been a CERCA institute since 2013, and therefore it is organised according to a model of good governance and operation that guarantees

efficiency, flexibility in management, talent recruitment and promotion, strategic planning and executive capacity.



In addition, it is one of the 34 Spanish Health Research Institutes (IIS) recognized 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.



HR EXCELLENCE IN RESEARCH

In December 2014, the Institute for Biomedical Research of Lleida received the '[HR Excellence in Research](#)' recognition from the European Commission. This

is a recognition of the Institute's commitment to developing a strategy of human resources for researchers, designed to align practices and procedures with the principles of the [European Charter for Researchers](#) and the [Code of Conduct](#) for the recruitment of researchers (Charter and Code).

Please see our [recruitment policy](#).

Professional profile of the person hired

Innovation Technician

Requirements (those candidatures that do not meet this point will be excluded)

- Bachelor's Degree in Basic Sciences, Health or related sciences or in the field of Business Sciences or Communication.
- Catalan and Spanish equivalent at C2 level.
- English equivalent to B2 level.

These requirements must be met at the beginning of the contract.

Tasks to be carried out

The successful candidate will join the Department of Projects and Innovation to carry out tasks related to the project **PP11073 - Transformative Research and Innovation Project (PRIT) – IRBLeida**.

Some of their tasks will be:

Management of the IRBLIST Office

- Coordination of the IRBLeida "Transformative Social Innovation Laboratory" Office, especially the actions contemplated in the IRBLeida Regions of Knowledge.
- Management of transformative social innovation initiatives (projects) that are generated or in which IRBLeida participates.
- Preparation and management of innovation fields to emerge new transformative social innovation initiatives.
- To contact key participants who can provide a key vision in the co-creation process (companies, civil society, inter-institutional staff, international staff, etc.).

- Monitoring of the interaction of research groups with these social innovation initiatives.
- Search for collaborating entities to generate a research consortium.
- Preparation of economic documentation to justify the different actions of the life cycle of the ERDF project financed by GenCat at IRBLeida.
- Monitoring of participation in national and territorial research or innovation networks.
- Preparation of supporting documentation, in the field of transformative social innovation, to accredit the participation of IRBLeida in this type of initiative.
- Proactive support for IRBLeida's cross-cutting programmes in terms of exploring new ways to increase the social impact of the actions designed.
- Participation of the Patients' Committee and the Innovation Commission of IRBLeida.
- Coordination with the Innovation Support Unit in joint initiatives.
- Coordinate the deadlines for the receipt of documentation for the justification of both public projects and competitive and non-competitive private projects focused on social innovation.
- Economic planning meetings with the responsible researchers at the start of the projects/initiatives.
- Monitoring of the expenditure attributed to a portfolio of projects through research management software (Fundanet).
- Manage the extraction of all payment receipts made through transformative social innovation projects, once the invoices have been remitted, in order to facilitate the subsequent economic justification of the same.
- Support in the process of verification and management of orders for transformative social innovation projects, checking that the concepts are budgeted in the report and that it complies with current legislation on public procurement, as well as with the eligibility criteria of the call in question.
- Invoicing of the receipt of orders by the different research teams and uploading of the support documentation to the Fundanet tool.
- Advise research staff on the procurement procedure for transformative social innovation projects and the actions attributable to them, according to the call for proposals.

Other tasks

- Management of conference registration payments for research staff.
- Collaborate with the generation of the Institution's production indicators, for their subsequent evaluation, both internally and externally.
- Administrative tasks entrusted to them by their manager, management or directorate, with the purpose of contributing to the achievement of the objectives of their area or department of the IRBLeida.
- Participate in the Committees and Commissions that the position requires.



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de Catalunya



IRBLeida[®]
Institut de Recerca Biomèdica

"The object of this contract is co-financed with the European Regional Development Fund (ERDF) of the European Union, within the framework of the ERDF Programme of Catalonia 2021-2027" _Codi of project UR01-004561.

It will be valued

Knowledge

- Postgraduate degree in management, communication or related fields.
- English level equivalent to or higher than level C1.
- Complementary training in management, communication or related fields.

Experience

- Work experience in management, communication and/or administration (preferably in the scientific or healthcare field)

Competencies

- A person with initiative, committed, used to working in a team and under pressure.
- Ability to analyse, learn and adapt to changes.
- Responsible, organized, planned and methodical person.

Characteristics of the contract

- ✓ Indefinite contract for scientific and technical activities, in accordance with the provisions of Article 23 of Law 17/2022, of 5 September, amending Law 14/2011, of 1 June, on Science, Technology and Innovation.
The contractual modality is of indefinite duration, with specific clauses linked to the financing of the project in accordance with art. 49 1.b) and art. and 52.e). of Royal Legislative Decree 2/2015, of 23 October, approving the revised text of the Workers' Statute Law.
- ✓ The amount granted to finance personnel costs is €109.369,64.
This amount will cover the gross annual salary of the person hired, the expenses of the employer's Social Security contribution, and also includes compensation for contract termination.
- ✓ Project that will finance the contract: **PP11073 - Transformative Research and Innovation Project (PRIT) – IRBLeida. Project code UR01-004561.**
- ✓ Duration of the contract: The project work programme envisages that staff costs will run until approximately **31 December 2028**.
- ✓ If there are modifications to the work programme, the possibility of modifying the period will be assessed (the duration of the contract is linked to the specific funding of the project/agreement).

Why work at IRBLleida?



We offer a highly stimulating environment with state-of-the-art infrastructure.



We offer complementary training for all profiles. 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 welcome applicants regardless of age, disability, gender, nationality, race, religion, or sexual orientation.



Work-life balance and the possibility of benefiting from flexible working hours. In addition, as a result of different company agreements, the following improvements are recognized:

- Paid leave to go to the doctor for reasons of one's own health.
- Paid leave to accompany a first-degree relative under 18 years of age, over 70 years of age or with a first-degree disability to the doctor.
- Holidays that coincide with Saturday or Sunday are moved to the Monday immediately following.
- A special 6-hour working day is established on Holy Thursday, April 23, June 23, December 24, December 31 and January 5.

Documentation and submission deadline

Applications must be accompanied by:

- Cover letter.
- Curriculum vitae.

The deadline for submission will end on April 15, 2026 at 2:00 p.m.

Applications received after the deadline/date will be automatically excluded.

Interested people can apply for the offer by filling in the [form](#) and sending your CV and cover letter, indicating the name of the offer to which you are applying and the reference **016-26**.

Selection calendar for the reference process 016-26

Minimum 15 days	Publication and dissemination of the offer: IRB Lleida website, Euraxess (by research staff), social networks, other employment websites depending on the position offered.
Maximum 2 working days following	Sending CVs to the Selection Committee
Maximum 5 working days	Holding of the Selection Committee <ul style="list-style-type: none">- Interview with pre-selected candidates- Assessment and Award Record of the Selection Committee
Maximum 5 working days	Carrying out the necessary administrative procedures to formalise the employment contract
Approximate start of the contract	Immediate

Express Selection Process

In those cases in which a worker has to be replaced urgently, for example, to cover a sick leave, because for scientific reasons the incorporation has to take place on a specific day, because it is provided for in a resolution, etc., an express selection procedure may be followed.

This selection process will follow the same procedure as the ordinary one, but the duration of all the phases of the process will be reduced, mainly the phase of publication of the job offer and submission of applications and the phase of evaluation and selection of personnel.

Regulation and normative principles

Recruitment will be carried out in accordance with the provisions of **Article 15 of Royal Legislative Decree 1/1995, of 24 March**, which approves the text of the **Workers' Statute Law**, 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 related 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. IRB Lleida has an Equal Opportunities Plan for men and women and a Protocol for the prevention and eradication of sexual harassment.

It takes into account the right 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 jobs, 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**.

Reservation of places for people with disabilities

In accordance with the provisions of Article 42 of Royal Legislative Decree 1/2013, of 29 November, approving the Revised Text of the General Law on the Rights of Persons With respect to the provisions of Article 42 of Royal Legislative Decree 1/2013, of 29 November, approving the Revised Text of the General Law on the Rights of Persons With respect to the provisions of the in Article 42 of Royal Legislative Decree 1/2013, of 29 November, approving the Revised Text of the General Law on the Rights of Persons With respect to the provisions of Article 42 of Royal Legislative Decree 1

PERSONES PERSONAS PEOPLE



disability and their social inclusion, in this call a percentage of **no less than 2%** of the places is reserved to be covered by people who can prove a disability equal to or greater than 33%.

Applicants who wish to opt for this reserve must submit the documentation accrediting their disability and, where appropriate, request the necessary adaptations to carry out the selective tests.

In the event that the reserved places are not filled due to a lack of applicants who meet the requirements, they will be accumulated in the general access places.

****The text of this document has been written in Catalan, Spanish and English, considering the three versions as official, but in case of conflict the Catalan version will prevail.**

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

ANNEX I. MEMBERS OF THE SELECTION COMMITTEE

President	Ms. Eva López, Manager of IRBLeida
	Dr. Joan Sayós, Deputy Director of IRBLeida
Members	Dr. Joaquin Bonelli, Head of Projects and Innovation at IRBLeida
	Ms. Meritxell Soria, IRBLeida Communications Officer
	Ms. Paloma Buj, Project Technician at IRBLeida
	Mr. Oriol Gasa, Innovation Technician at IRBLeida
Secretary	Ms. Elena Moscatel, Head of the People and Legal Department of IRBLeida

ANNEX II. MERIT SCALE

Academic curriculum and complementary training	40 points
<ul style="list-style-type: none"> • Postgraduate degree in management, communication or related 20 points • Complementary training in management, communication or related 10 points • Accredited English level C1 or higher 10 points 	
Accredited professional experience	40 points
<ul style="list-style-type: none"> • Work experience in management, communication and/or administration (preferably in the scientific or healthcare field) – 40 points <ul style="list-style-type: none"> ○ 0-1 year: 10 points Up to 40 ○ 1-2 years: 20 points points ○ >2 years: 30 points ○ If any of the work experiences in management and/or administration have been in the scientific or health field: 10 points 	
Competency test or interview	20 points
<ul style="list-style-type: none"> • Criteria subject to value judgment will be assessed according to the interview conducted 20 points 	
Maximum score	100 points

Applications that do not exceed 50% of the maximum score will be rejected

Data protection information clause

Data controller

Identity: **INSTITUTE OF BIOMEDICAL RESEARCH OF LLEIDA**

CIF: G25314394

Postal address: Av. Alcalde Rovira Roure nº80, 25198, Lleida

Email: protecciodedades@irbllleida.cat

Purpose of data processing and storage

At **THE INSTITUTE FOR BIOMEDICAL RESEARCH OF LLEIDA** (hereinafter referred to as **IRB LLEIDA**) we process the information that you provide us as a data subject, in order to manage the processing of your curriculum and candidacy.

The data obtained will be kept for a period of up to 12 months, to cover future applications if they are not updated before or until there is opposition to their processing by the interested party.

Legitimacy for data processing

The legal basis for the processing of your data is the consent of the interested party when contacting **THE INSTITUTE FOR BIOMEDICAL RESEARCH OF LLEIDA**.

Recipients of your data

Your data will be communicated to third parties and collaborators related to the organization. Apart from these entities, your data will not be communicated to third parties.

Rights of data subjects

The data subjects processed by **IRB LLEIDA**, They have the right at any time to access their data, rectify them, oppose their processing or delete them if they believe that they are no longer necessary for the purposes for which they were collected. In addition, if you wish, you may request the portability of your data and limitation of the processing of the same. In the latter case, we will only keep them for the exercise or defence of claims. It may also revoke The

Consent awarded in Any moment.

To exercise these rights, you can contact **IRB LLEIDA** via email protecciodedades@irbllleida.cat. Likewise, if you consider that your rights have been violated, you may file a complaint with the Catalan Data Protection Authority.