

WE ARE LOOKING FOR...

Research technician with FP level for the SCT Clinical Research Support Unit (USIC)

What do we offer?

SCT	Clinical Research Support Unit (USIC)
Type of contract	Indefinite due to scientific-technical activities
Home	September 2026
Duration	4 months
Matchday	37.5 h/week – full-time
Category	Research Technician C2
Remuneration	€19,674.61 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 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 36 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

Research technician with vocational training level.

Requirements

Those candidatures that do not comply with this point will be excluded

- Higher Level Training Cycle Qualification in Clinical and Biomedical Laboratory, Pathological Anatomy and Cytodiagnosis or equivalent qualification within the field of health sciences.

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

Tasks to be carried out

The person hired will join the SCT USIC of IRBLeida to support the management of biological samples generated in clinical trials and clinical research studies developed by the unit.

Key features include:

- Reception, identification, preparation, processing and storage of biological samples from clinical trials.
- Control of the traceability of samples in accordance with the requirements of the applicable protocol and standard operating procedures.
- Document management associated with biological samples.
- Preparation and coordination of national and international shipments of biological samples to central laboratories and reference centers.
- Maintenance of records and sample tracking databases.
- Support in the management of consumables related to the laboratory activity of clinical trials.
- Introduction, review and updating of information in electronic data collection notebooks (eCRD/eCRF).
- Collaboration with the clinical trial coordination team to ensure compliance with quality, traceability and applicable regulatory requirements.

This contract is financed by the Carlos III Health Institute and co-financed by the European Regional Development Fund "Co-financed by the European Union" with file code PT23/00121, by virtue of the Resolution of the Management of the Carlos III Health Institute, O.A., M.P. of December 18, 2023, which grants subsidies for the units of ISCIII Platforms to support R+D+I in Biomedicine of the 2023 call for proposals for the Strategic Action in Health 2021-2023



**Cofinanciado por
la Unión Europea**

It will be valued

Knowledge

- ✓ Complementary training related to clinical research, clinical trials and biological sample management
- ✓ Good Clinical Practice Training (GCP/GCP)
- ✓ Biosafety training and biospecimen handling

Experience

- ✓ Experience in receiving, processing, aliquoting, storing and preserving human biological samples
- ✓ Experience in preparing and coordinating sample shipments to central laboratories or reference centers

- ✓ Experience in document control systems and traceability of biological samples
- ✓ Experience in data entry and review on eCRD/eCRF or electronic data capture platforms

Competencies

- ✓ Ability to organize, multitask, and work in a team
- ✓ Proactivity

Characteristics of the contract

- ✓ Indefinite contract for one hundred technical activitats, 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 Decree 2/2015, of 23 October, approving the revised text of the Workers' Statute Law.

- ✓ The amount granted to finance personnel costs is €8,666.67.

This amount will cover the gross annual salary of the person hired and the expenses of the employer's contribution to the Security.

- ✓ Funding of the activity: **PP10814 - Support Platform for Clinical Research**
- ✓ Duration of the contract: In the project work program, it is foreseen that the personnel costs will be developed in 4 months.
- ✓ 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 IRBLeida?



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 August 7, 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 **038-26**.

Calendar of the selection process with reference 038-26 (Indicative deadlines)

Minimum 15 days	Publication and dissemination of the offer: IRBLleida website, Euraxess (by Research staff), "REGIC" portal, social networks, other employment websites depending on the position offered.
2 next working days	Sending CVs to the Selection Committee
5 working days	- Interview with shortlisted candidates - Assessment and Award Record of the Selection Committee
5 working days	Carrying out the necessary administrative procedures to formalise the employment contract
Approximate start of the contract	As soon as possible after the resolution of the selection process and the formalisation of the contract.

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

The hiring will be carried out in accordance with **the provisions of Royal Legislative Decree 2/2015, of 23 October, which approves the revised text of the Workers' Statute Law** and the rest of the regulations in force.

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. IRBLeida 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

IRBLeida guarantees equal opportunities for people with disabilities throughout the selection process. Candidates may request the reasonable accommodations or accommodations they need to participate in the tests or interviews, provided that they do not entail a disproportionate burden.

****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 IRBLleida
	Dr. Alicia Sanchez, Head of the SCT USIC
Members	Dr. Maria Ruiz, SCT's Coordinator of IRBLleida
Secretary Ms.	Elena Moscatel, Head of the People and Legal Department

ANNEX II. MERIT SCALE

Academic curriculum and complementary training	Maximum 30 points
Complementary training related to clinical research, clinical trials and biological sample management	Maximum 15 points
Good Clinical Practice Training (GCP/GCP)	Maximum 5 points
Biosafety and sample handling training	Maximum 10 points
Accredited professional experience	Maximum 50 points
Experience in receiving, processing, aliquoting, storing and preserving human biological samples	Maximum 20 points
Experience in preparing and coordinating sample shipments to central laboratories or reference centers	Maximum 10 points
Experience in document control systems and traceability of biological samples	Maximum 10 points
Experience in data entry and review on eCRD/eCRF or electronic data capture platforms	Maximum 10 points
Competency test or interview	Maximum 20 points
Criteria subject to value judgment will be assessed according to the interview conducted	Maximum 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 **IRBLLEIDA**) we process the information you provide us as a data subject, in order to:

- a) To manage their candidacy and participation in the corresponding selection process, including the reception and assessment of the documentation submitted, the carrying out of tests or interviews, communication with the candidate and the resolution of the process.
- b) To verify compliance with the participation requirements and to assess the merits, experience, training and suitability of the candidate for the job offered.
- c) Manage, if necessary, the formalisation of the employment relationship with the selected person.
- d) To attend to possible claims, challenges or responsibilities arising from the selection process.

Legal basis for processing

The legal basis for the processing necessary to manage the application and participation in the selection process is the application, at the request of the data subject, of pre-contractual measures, in accordance with Article 6.1.b of Regulation (EU) 2016/679, General Data Protection. Where the processing is necessary to comply with legal obligations applicable to IRBLleida, the legal basis shall be compliance with a legal obligation, in accordance with Article 6.1.c of Regulation (EU) 2016/679.

The retention of data to participate in future selection processes will be based on the express consent of the interested party, in accordance with Article 6.1.a of Regulation (EU) 2016/679. The candidate may withdraw this consent at any time, without affecting the lawfulness of the processing carried out previously.

Data subject to processing

Identification and contact data, academic and professional data, information contained in the CV, cover letter and documentation accrediting the requirements and merits, as well as the data generated during the tests, interviews and assessments of the selection process, may be

processed.

The candidate must only provide the data that is adequate, relevant and necessary to participate in the selection process, and must refrain from including particularly sensitive information that is not necessary.

Retention period

Personal data will be kept for the time necessary to manage and resolve the selection process.

Once the process has been completed, the data will be kept duly blocked for the periods necessary to deal with possible claims, challenges or legal responsibilities. After these periods, the data will be deleted.

When the candidate has expressly authorised the retention of their data for future selection processes, they may be kept for a maximum period of twelve months from the end of the process. After this period, the data will be deleted, unless the interested party renews their consent.

Recipients of your data

The data may be accessible by the members of the Selection Committee and by the IRBLeida staff who must intervene in the management of the process, only to the extent necessary to exercise their functions.

Suppliers who provide services in IRBLeida, such as management services, advice, IT support, data hosting or management of selection platforms, may also have access to the data, when they act as data processors and in accordance with the instructions of IRBLeida.

The data may be communicated to public administrations, judicial bodies or other bodies when there is a legal obligation or when they are required in the legitimate exercise of their powers.

No communication of data to third parties other than those indicated is foreseen, unless they are necessary to comply with a legal obligation.

International transfers

There are no plans to carry out international transfers of personal data outside the European Economic Area.

In the event that it is necessary to use providers that involve an international transfer of data, this will be carried out with the guarantees required by Regulation (EU) 2016/679 and the interested party will be informed where appropriate.

Automated decisions

Decisions will not be made based solely on the automated processing of personal data that produce legal effects or significantly affect the candidate.

Mandatory nature of data

The data identified as mandatory are necessary to manage the application and verify compliance with the requirements of the selection process.

Refusal to provide this data or the submission of incomplete documentation may make it impossible to participate in the process or to properly assess the application.

Authorization to retain data for future selection processes is voluntary. Refusal to give this consent will not affect participation in the current call.

Rights of interested persons

The candidate may exercise the following rights:

- access your personal data;
- request their rectification when they are inaccurate or incomplete;
- request its deletion when the data is no longer needed;
- request the restriction of processing in the cases provided for by law;
- object to processing where appropriate;
- request data portability when the processing is based on consent or a contractual relationship and is done by automated means;
- withdraw the consent given to keep the data for future selection processes.

These rights can be exercised by means of a request addressed to IRBLleida, at Avenida Alcalde Rovira Roure, no. 80, 25198 Lleida, or by email protecciodedades@irblleida.cat.

The application must indicate the right to be exercised and must include the necessary information to prove the identity of the applicant.

Complaint to the supervisory authority

If the data subject considers that the processing of their personal data violates data protection regulations, they may file a complaint with the Catalan Data Protection Authority, without prejudice to any other administrative or judicial appeal that they consider appropriate.

Data accuracy

The candidate guarantees that the data and documentation provided are true, accurate, complete and up-to-date, and undertakes to communicate any modification that occurs during the selection process.

When the candidate provides data of third parties, they must guarantee that they have sufficient legitimacy to communicate them and that the affected persons have been informed of the processing of their data.