

## **INTERNATIONAL CALL IC66\_23**

### **JOB TITLE**

Study coordinator for clinical investigation

### **JOB DESCRIPTION**

The Pere Virgili Institute for Health Research (IISPV) is an institution that integrates research in the field of biomedicine in the "Camp de Tarragona" and the "Terres de l'Ebre". The IISPV is the instrument that the university hospitals of both health regions have been endowed with (Joan XXIII University Hospital of Tarragona, Verge de la Cinta Hospital of Tortosa, Sant Joan de Reus University Hospital, Institut Pere Mata University Hospital of Reus) and Rovira and Virgili University, in order to bring together and manage biomedical research and innovation in the territory.

The SIS (sepsis, inflammation and safety) research group is a clinical and translational research group with a long history of research. Accredited as a consolidated research group by the AGAUR, it has 5 lines of research, one of which is related to sepsis, diagnosis and treatment. The SIS group has an extensive history in conducting clinical studies with new molecules for the treatment of various types of infections. In this context we are looking for a person to develop study coordinator functions in clinical trials with the pharmaceutical industry to be developed in the ICU of the Hospital Joan XXIII.

Number of available positions: 1

The selected candidate will perform the following tasks:

- 1.- Participate in the selection, activation, and follow-up meetings with the corresponding CRO.
- 2.- Randomize in the IRVS the patients included in clinical trials.
- 3.- Fill in the daily electronic CRF of each patient included in the studies.
- 4.- Extract, process, refrigerate and send the biological samples according to each study.
- 5.- Interact with the monitors of each trial and answer the queries generated in each patient.
- 6.- Facilitate the necessary documentation from the center to the CRO for the proper development of the study.

## **CANDIDATE PROFILE & REQUIREMENTS**

- Degree in Biochemistry
- Minimum 10 years demonstrable experience in the same function
- Competence and experience with
  - use of electronic randomization systems (IRVS)(Exclusive)
  - use of electronic logbook systems (CRF) (Exclusive)
  - Experience in the extraction and processing of biological samples
- Speaking and written english skills
- Demonstrated research experience (PhD, publications) will be favorably evaluated.

## **IT WILL BE VALUED**

- Knowledge of function of Study Coordinator
- Motivation, creativity, initiative, and proactive attitude.
- Ability to learn, flexibility and adaptability.
- Commitment to quality, to optimizing resources and to achieving results.
- Previous experience in similar projects.
- Teamworking, ability to work independently, to organize, kindness, dynamism, versatility, rigour, responsibility and confidentiality.

## **LABOUR CONDITIONS**

- Part-time position (15h/week)
- Workplace: Intensive care department - Hospital Universitari Joan XXIII de Tarragona
- Contract: the type of contract is "indefinite". According to the duration of the project, it is estimated to be 2 years.
- Gross annual salary: 6.000 €
- Starting date: 02 de november de 2023

## **SELECTION PROCEDURE**

- Selection of CV's. Suitable and unsuitable CV's will be identified according to the requirements. Applicants who do not meet the requirements indicated in the candidate profile and requirements will not pass to the next phase.

- Evaluation of the CV. Evaluation of the CVs up to a maximum score of 55 points.
- Cover Letter. Attach to the resume a cover letter with a maximum length of 2500 characters with spaces. With a maximum score of 5 points.

To access the interview phase it is necessary to have obtained a minimum score of 40 points in the sum of scores of the evaluation of the curriculum and cover letter.

- Personal interview. With a maximum score of 40 points.

Items	40
Attitude	10
Fit in the work place	10
Experience, developed functions/skills	10
Teamwork	10

### **SELECTION COMMITTEE**

- President: María Bodí. (Group Leader)
- Chair 1: Mónica Magret. (Principal Investigator)
- Chair 2: Laura Claverias. (Postdoctoral Researcher)

SUBSTITUTES:

- President: Josep Gomez. (Principal Investigator)
- Chair 1: Sara Manrique. (Principal Investigator)
- Chair 2: Iban Oliva (Postdoctoral Researcher)

### **CANDIDATURES**

- The CV must include the DNI/NIE number or another personal identity document number.
- The CV and the Cover Letter will only be accepted through the IISPV website. <https://www.iispv.cat/treballa-amb-nosaltres/>

For any questions or queries: [recruitment@iispv.cat](mailto:recruitment@iispv.cat)

## **DEADLINE FOR RECEIPT OF CV 24/10/2023**

### **COMMUNICATIONS**

The IISPV will notify the candidates of the results of the different phases of the selection process through its website.

### **HR EXCELLENCE IN RESEARCH**

The IISPV has the European accreditation The Human Resources Strategy for Researchers (HRS4R), complies with the general principles of the European Charter for Researchers and the Code of Conduct for the recruitment of researchers.

The IISPV has an internal recruitment policy that follows the Open, Transparent and Merit-based Recruitment (OTM-R) policies. More information about the HRS4R policies implemented at the IISPV is available on the following website: <https://www.iispv.cat/hrs4r-hr-excellenceresearch/>

The IISPV will guarantee the right to equal opportunities and treatment, as well as the real and effective exercise of rights by people with disabilities under equal conditions with respect to 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 international treaties and agreements ratified by Spain.

In the event of a tie, priority will be given to hiring the person with a disability.

In the event of a tie between people of different genders, the person of the least represented gender in the work group/department/service in which he joins will be hired.