

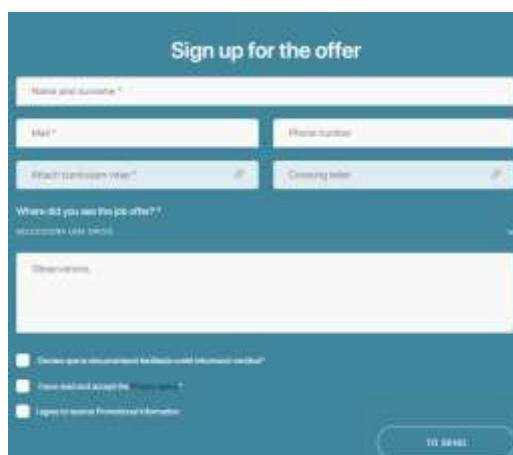
FREQUENTLY ASKED QUESTIONS (FAQs) FOR THE APPLICANTS

1. Where can I consult all the job offers provided by the IISPV?

You can find all the published calls on our website <https://www.iispv.cat/en/work-with-us/>

2. Where do I submit my application?

You have to enter the call, and at the bottom of the page you will find the registration form:



The screenshot shows a registration form titled "Sign up for the offer". It includes fields for "Name and surname", "Email", "Phone number", "Recruitment officer", and "Company name". There is a section for "Where did you see this job offer?" with a dropdown menu and a text area for "Observations". At the bottom, there are three checkboxes: "I have read and accept the terms and conditions", "I have read and accept the privacy policy", and "I agree to receive recruitment information". A "TO SEND" button is located at the bottom right.

3. What should I do if I have technical problems during the submission of the documentation required in the call?

If after trying to attach the documentation through the form you have any technical problems, you can report it to the following address: recruitment@iispv.cat.

4. How can I find out if my application has been accepted or rejected? And how can I verify that I am the selected person?

All results are published on the same page where the call is published. At the bottom of the page, the PDF files of the selection process records are attached, and all candidates will appear on the initial lists with their ID number encoded with the last 4 digits (e.g. if your ID number is 11223344-P, the encoding will be 3344). If the ID number does not appear on the CV, or you do not have an ID number, we will encode

your second surname with the first two letters and the last two. Finally, the full name of the selected person will appear in the final record.

5. If I do not agree with the evaluation of my CV and motivation letter made by the Selection Committee, how can I appeal and how many days do I have to do so?

From the day after the publication of the provisional results of the CV/motivation, candidates have a period of 5 calendar days to submit any objections to the following address: recruitment@iispv.cat.

6. If I have any questions during the selection process, how can I contact the IISPV or the Selection Committee?

You can contact recruitment@iispv.cat and we will offer you help with any questions that may arise during the selection process.