The Vall d'Hebron Research Institute (VHIR) is a public sector institution that promotes and develops the research, innovationand biosanitary teaching of the Vall d'Hebron University Hospital.Through the excellence of our research, we identify and apply new solutions to the health problems of society and we contribute to spread them around the world.

HR EXCELLENCE IN RESEARCH

In April 2015, the **Vall d'Hebron Research Institute (VHIR)** obtained the recognition of the European Commission in **HR Excellence.**

This recognition proves that VHIR endorses the general principles of the European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers **(Charter & Code)**.

**VHIR embraces Equality and Diversity. As reflected in our values we work toward ensuring inclusion and equal opportunity in recruitment, hiring, training, and management for all staff within the organization, regardless of gender, civil status, family status, sexual orientation, nationality, religion, age, disability or race.**

# Post-award International Project Manager

## International Projects Unit – Competitive Projects Area

VHIR's Competitive Projects Area provides support to researchers throughout the lifecycle of competitive research projects to contribute to the leadership of HUVH and VHIR in biomedical research.

We encourage and support our researchers in the pursuit of competitive funding for research detecting opportunities and contributing to the development of quality proposals. Once the desired funding is achieved, we provide guidance on regulations compliance and manage granted projects for the best research outcomes.

We are currently looking for a person to join the International post-award team.

### JOB DESCRIPTION

### Education and qualifications:

**Required:**

- University degree (valuable in Health Sciences).
- Excellent written and oral communication skills.
- Self-motivated, proactive, well-organized and results oriented
- Ability to work well under pressure to meet deadlines and strong problem-solving skills.
- Excellent teamwork and relational skills.

### Experience and knowledge:

**Required:**

- Minimum of 1 year of work experience in post-award management of research projects funded by international organizations (EU FP7 & H2020, US NIH)
- Fluency in English is a must.

### Main responsibilities and duties:

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- Monitors projects work plan, scientific reports and implementation of grant agreements.
- Manages grant budgets, prepares financial reports and audits.
- Anticipates possible deviations during project implementation, plans risk contingency actions and makes appropriate amendments to grant agreements.
- Ensures compliance with institutional policies and sponsoring agency regulations and policies.
- Serves as liaison between researchers, funding agencies and coordinators of collaborative projects. Provides support in consortium meetings organization and dissemination activities.
- Any other duties related to the job as requested to contribute to the general functioning of the Research Grants Office.

## Labour conditions:

- Full-time: 40h/week.
- Starting date: immediate.
- Gross annual salary: 27 000 – 30 000 euros (Remuneration will depend on experience and skills. Salary ranges are consistent with our Collective Agreement pay scale)
- Contract**:** *permanent linked to project*

## What can we offer?

- Incorporation to Vall d'Hebron Research Institute (VHIR), a public sector institution that promotes and develops the biomedical research, innovation and teaching at Vall d'Hebron University Hospital (HUVH), the biggest hospital of Barcelona and the largest of Catalan Institute of Health (ICS).
- A scientific environment of excellence, highly dynamic, where high-end biomedical projects are continuously developed.
- Continuous learning and a wide range of responsibilities within a stimulating work environment.
- Personal training opportunities.
- Flexible working hours.
- 23 days of holidays + 9 personal days.
- Flexible Remuneration Program (including dining checks, health insurance, transportation and more).

## How to apply:

Applicants should submit a full Curriculum Vitae and a cover letter with the reference "*Post-award PM"* to the following email address: seleccio@vhir.org