



The Vall d'Hebron Research Institute (VHIR) is a public sector institution that promotes and develops the research, innovation and 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 **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, religion, age, disability or race.**

## CRA/CTA (Clinical Research Associate/Assistant)

### Academic Research Organization

VHIR offers a vacant position within its Academic Research Organization for for a CRA to develop and manage the activities of monitoring of clinical research projects.

#### JOB DESCRIPTION

##### Education and qualifications:

##### Required:

- Degree or equivalent in Health Sciences.
- Training in monitoring clinical trials.
- Very good command of Catalan, Spanish and English (essential)

##### Experience and knowledge

- Minimum 1 year of proven experience in monitoring of clinical trials and other clinical research projects
- Responsibility and work organizational skills.
- Independence and flexibility.
- Communication skills and teamwork.
- Availability to travel within the country

##### Main responsibilities and duties:

- Making initial, follow-up and closing monitoring visits to the participating sites.
- Preparation of the visit's reports.
- Implementation of the established procedures (SOPs), and participation, if any, in the preparation and review of SOP in the activities involved.
- Main communicator between the sponsor and the investigator (if not together in the same person) in each site of the study.



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- Support management activities of the projects in which the Unit is involved: insurance and contract management, management of adverse events, medication management and/or other materials, making of monitoring and security reports, updating project monitoring tools, monitoring and supervision of the activities carried out in the sites that are monitored.
- Preparation and maintenance of the trial master files.
- Support and assistance in the preparation and organization of researchers' meetings.
- Detection, communication and support in resolving disagreements and incidents that may arise during the course of the trial.
- Support in the management of authorizations, modifications and notifications to the Ethics Committees and competent authorities.
- Collaboration in administrative functions necessary for the proper monitoring of the projects.
- Collaboration in the design of specific materials for each trial or study.
- Registration and control of the activities for each project.
- Collaboration in the organization of workshops, seminars and/or courses established by the Unit.

### Labour conditions:

- Full-time position: 40h/week.
- Starting date: as soon as possible.
- Gross annual salary: 23 000 euros (Salary ranges are consistent with our Collective Agreement pay scale)
- Contract: permanent

### 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).



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- 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.
- Individual training opportunities.
- Flexible working hours.
- 23 days of holidays + 9 personal days.
- Flexible Remuneration Program (including dining checks, health insurance, transportation and more)
- Corporate Benefits: platform through which you can obtain significant discounts on travel, culture, technology, gastronomy, sports... among many others.

### How to apply:

Applicants should submit a full Curriculum Vitae and a cover letter with the reference “**CRA/CTA**” to the following email address: [seleccio@vhir.org](mailto:seleccio@vhir.org)

**Deadline to apply: 17-05-2023**