



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.



Post-Award International Research Officer

International Projects Unit – Competitive Projects Directorate

The International projects office at VHIR is responsible for managing all international projects. It 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 by detecting opportunities and contributing to the development of quality proposals (Pre-award office). Once the desired funding is achieved, we provide guidance on regulations, compliance and management of granted projects for the best research outcomes (post-award office).

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

JOB DESCRIPTION

Education and qualifications:

Required:

- Bachelor's degree (valuable in Life Sciences and/or Science related)
- Fluency in Catalan, Spanish, English (business level)

Desired:

- Specific training in financial management of international competitive projects will be highly valuable
- Knowledge of other European languages

Experience and knowledge:

Required:



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- At least 2-3 years of work experience in post-award management of research projects funded by the European Commission and other international funding programs (i.e. NIH)
- Knowledge in financial management of international competitive projects, specially projects within European Framework Programmes and NIH.
- Well organized person with very good attention to detail and the ability to work with tight deadlines
- Self-motivated, proactive, well-organized and results oriented
- Excellent teamwork with good interpersonal, communication skills (written and oral)

Desired:

- Previous experience in health/biomedical research environment

Main responsibilities and duties:

- 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 International Project Office.

Labour conditions:

- Full-time position: 40h/week.
- Starting date: immediate.
- Gross annual salary: (Remuneration will depend on experience and skills. Salary ranges are consistent with our Collective Agreement pay scale)



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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.
- 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.
- Healthy Offering: choose from a variety of wellbeing focused activities to be the healthiest you.

How to apply:

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

Deadline to apply: 29-09-2023