



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**).

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Project manager in neuroblastoma clinical research

Childhood Cancer & Blood Disorders

Vall d'Hebron Research Institute (VHIR) is a public sector institution, located in Barcelona (Spain) that promotes and develops innovative biomedical research at the University Hospital Vall d'Hebron. VHIR is oriented towards finding solutions to the health problems of the citizens and has the will to contribute to the scientific, educational, social and economic development within its area of competence around the world. VHIR offers vacancy/vacant position for a Project Manager which will closely work with SIOPEN, an international clinical research network for neuroblastoma.

This is a role for someone with initiative, excellent communication skills, reliability and attention to detail who can prioritise their workload and be able to work with minimal supervision

JOB DESCRIPTION

Education and qualifications:

Required:

- University degree in biomedical sciences
- Master's degree in the field of clinical research

Desired:

- Training in clinical research, this may include courses in medical terminology, clinical research databases, legal regulations and ethical issues

Experience and knowledge:

Required:

- At least 5 years of experience working in clinical research, particularly in the field of pediatric oncology or pediatric rare diseases.



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Desired:

- Computer skills in dealing with emails and sites, document, database, spreadsheet and presentation software, preferably within the MS Office environment or equivalent

Main responsibilities and duties:

- Coordination of the various and different functions of SIOPEN according to its statutes, helping in timely, better and faster execution of tasks that SIOPEN already has and the ones that are in development now and in the future, particularly delivering the SIOPEN 5-year strategy (2023-2027).
- Work with SIOPEN Executive Committee and collaborators such as Patient Advocates, Charities and other supportive groups, Legal advisor and accountant, national representatives.
- Oversee the conduct and performance of SIOPEN core clinical trials
- Manage the SIOPEN website
- Help in preparing, executing functions and conclude with the follow up of the Annual General Meeting and the Spring Meeting
- Assist with Grant submission (SIOPEN, SIOPE, EU, national sources)
- Connect with SIOPE, SIOP, COG and relevant organizations
- Keep overview of the financial status of SIOPEN and the transactions that need to be performed (incoming funds, payments, SIOPEN Countries contributions, connect with financial institutions, other tasks) Define sources of funding and guide in timely and proper submissions
- Be an active pacemaker and alarm for timely executions of tasks

Labour conditions:

- Full-time position: 40h/week.
- Starting date: immediate.
- Gross annual salary: 38.000 - 43.000 € (Remuneration will depend on experience and skills. Salary ranges are consistent with our Collective Agreement pay scale)
- Contract: Technical and scientific activities contract linked to the project activities



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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 motivation letter with the reference "Neuroblastoma Project Manager" to the following email addresses: lucas.moreno@vallhebron.cat and seleccio@vhir.org

Deadline to apply: 22-Mar-2024

The Fundació Hospital Universitari Vall d'Hebron-Institut de Recerca - "VHIR"-, with NIF G-60594009, address in Barcelona -08035- Passeig Vall d'Hebron 119-129, Edifici Mediterrània, 2a planta and telephone (34) 934 89 30 00 is the data controller for the processing of your personal data. The data will be processed exclusively for the purpose of managing your participation in the selection process, as well as, if necessary, managing your participation in other selection processes.



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Unless you give your informed consent to keep your personal data for future selection processes, in the event that the selection process is completed and you are not the person selected, your personal data will be deleted and blocked in order to be able to respond to any possible liabilities that may arise.

The legal basis of the processing is the execution of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract.

The recipient of the data will be the VHIR's Professional Development personnel and no transfer of personal data is foreseen, except for the fulfilment of legal obligations applicable to the data controller. International data transfers are not foreseen. No automated decisions will be taken, including profiling. In general, personal data will not be communicated to third parties, except for legal obligations in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (GDPR) to persons who are entitled to request them. You have the rights of access, rectification, deletion, portability, limitation and opposition that can be exercised at any time through the email dpd@ticsalutsocial.cat or lopd@vhir.org. In compliance with Regulation (EU) 2016/679, the VHIR has appointed a data protection officer, whose contact details are dpd@ticsalutsocial.cat. You can also lodge a complaint with the competent Data Protection Authority by contacting www.apdcat.cat or www.aepd.es.