

Budget Technician

Area of Promotion & Development of Clinical Research



Vall d'Hebron Research Institute promotes research and biosanitary innovation. Its aim is to find and to apply solutions to people's health problems. VHIR takes a chance on disruptive research based on daily health problems arising from the hospital, with an international outlook. We transfer to society the knowledge developed in our research lines and we are one worldwide reference in clinical trials.

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.

VHIR offers a Economics Technician position to be a part the of Promotion and Development of Clinical Research Area.

More information can be found [\[here\]](#)



JOB DESCRIPTION

Education and qualifications:

Required:

- Bachelor's degree in Economics and/or Business Administration and Management.

Experience and knowledge:

- Minimum of 3 years' experience as Economics Technician at the Departments of Administration. 
- Direct experience with clients/providers and accounting. 
- Experience within the Public Sector and/or Research Institutes.
- Autonomy, dynamism and learning ability.
- Business oriented and dedicated to service.
- High level of spoken and written English.



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)**. Thus, there are no restrictions of gender, national origin, race, religion, sexual orientation or age and **candidates with disabilities are strongly encouraged to apply.**

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Main responsibilities/duties:

Referring directly to the Responsible of the Area, tasks will consist in:

- Support and optimization of the management of the economical budgets of Clinical Trials, ensuring the level of quality and satisfaction of the service of the Area.
- Relationship with clients/suppliers.
- Clinical Trial budget calculation tracking.
- Building price catalogue of the Area activities.
- Update and extraction of indicators from database.
- Management of internal tools for monitoring the Clinical Trials budgeting process.

Labour conditions:

- Temporary contract
- Full-time position: 40h/week
- Gross annual salary: 21.000 - 24.000€ba

What can we offer?

- Skillful and social colleagues in a dynamic environment.
- Challenging tasks and a wide range of responsibilities.
- Personal training opportunities.
- Flexible working hours.
- 23 days of holidays + 9 personal days.
- Flexible Remuneration Program (including dining checks, health insurance, transportation and more).
- Annual teambuilding events.



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HOW TO APPLY

(The candidates should fill the online form with requested personal and professional data.)

Link to apply : [\[Apply CV\]](#)

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