



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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# STUDY COORDINATOR

## Nuclear Medicine

Nuclear Medicine Department uses radioactive substances (radiopharmaceuticals) for the diagnosis (mainly by imaging based techniques) or treatment of medical conditions. In Vall d'Hebron University Hospital the Department is located on Level 0-Area C of the main building.

Our team consists of a variety of highly-trained healthcare professionals who work together, including Nuclear Medicine physicians, cardiologists, radiologists, radiopharmacists, physicists, Nuclear Medicine technologists, nurses, orderly and administrative staff.

Performing approximately 29000 nuclear medicine procedures each year, we are one of the largest single-site nuclear medicine units in Spain, undertaking a huge range of clinical and research scans (scintigraphy/SPECT, PET/CT and DEXA), sentinel lymph node identification and other radioguided surgery techniques and more than 600 nuclear medicine treatments.

## JOB DESCRIPTION

### Education and qualifications:

#### Required:

- Any university degree (superior or intermediate) in any field applying for the responsibilities and duties of the job.
- Specific training in Clinical Trials: Serious breach, quality and Regulations and Compliance In the context of clinical trials, understand relevant laws and regulations, such as Good Clinical Practice (GCP) and the Data Protection Act (DPA).
- Fluency in Catalan, Spanish and English



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#### **Desired:**

- *Any other additional qualifications (management, statistics, TICs, ...)*

#### **Experience and knowledge:**

##### **Required:**

- At least 5 years of experience working in coordination of clinical trials.
- Knowledge of regulatory, contract/agreement management and budget management
- Ability to plan, organise, execute and supervise projects effectively, meeting established deadlines and budgets.
- Strong communication and teamwork skills.

##### **Desired:**

- Knowledge of legal basics in conflict resolution.
- Excellent leadership skills and in time management (to meet deadlines).
- Technology skills (familiarity with project management tools and software, as well as database systems used in clinical research). Experience with imaging platforms will be considered.

#### **Main responsibilities and duties:**

- Project manager, coordination and data entry of clinical trials, including internal procedures design/revision and budget management.
- Support with the management of technical and administrative tasks in all research Projects



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- Link between Nuclear Medicine Department and the administrative/assistant structure of IDI, VHIR, VHIO and any research Group of the Vall d'Hebron Campus or other institutions.
- Support in any national and international research projects and management of competitive research calls, proactively seeking to attract new research funding opportunities.

### Labour conditions:

- Full-time position: 40h/week.
- Starting date: May, 2024.
- Gross annual salary: 36.000 euros
- Contract: Technical and scientific activities contract linked to the project activities
- Hierarchical dependency: Head of Nuclear Medicine Department.

### 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.



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- **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: “Study Coordinator – Nuclear Medicine” to the following email addresses: [crisrina.gamez@vallhebron.cat](mailto:crisrina.gamez@vallhebron.cat) and [seleccio@vhir.org](mailto:seleccio@vhir.org)

### Deadline to apply: 22-04-2024

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.

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](mailto:dpd@ticsalutsocial.cat) or [lop@vhir.org](mailto:lop@vhir.org). In compliance with Regulation (EU) 2016/679, the VHIR has appointed a data protection officer, whose contact details are [dpd@ticsalutsocial.cat](mailto:dpd@ticsalutsocial.cat). You can also lodge a complaint with the competent Data Protection Authority by contacting [www.apdcat.cat](http://www.apdcat.cat) or [www.aepd.es](http://www.aepd.es).