



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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## Clinical Trial Coordinator

### Assisted reproduction and gynaecological endocrinology Unit – Vall d'Hebron Hospital

The Obstetrics and Reproductive Medicine Department is a world leader in terms of the quality of its care, teaching and research. For women who wish to become mothers and need technical assistance, we have a state-of-the-art assisted reproduction laboratory. In addition, we care for pregnant women, considering the mother's health and that of the future baby first and foremost, and always respecting the mother's wishes.

In the Assisted Reproduction and Endocrinology Unit we are developing a clinical trial to demonstrate the safety and efficacy of a medical device that aims to improve the success of embryo transfers, and we are looking for a person with project management experience to support the group of researchers involved in this study.

#### JOB DESCRIPTION

##### Education and qualifications:

##### Required:

- University degree in the area of Life Sciences (e.g. Biomedical Sciences, Biotechnology, Biochemistry, etc.)
- Native level in Catalan and Spanish

##### Desired:

- English B2.1
- Project Management



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### Experience and knowledge:

- Experience in Assisted Reproductive Techniques
- Experience in information management, updating of databases, electronic passbooks or medical records.
- Experience in project budget management, purchasing, order tracking, inventory recording, and stock control.
- Knowledge of Good Clinical Practices, quality and safety regulations.
- Technical and communication skills.
- Ability to work in a team and to adapt, results-oriented and proactive.

### Main responsibilities and duties:

- Support investigators at different stages of the clinical trial to ensure that the clinical trial follows good clinical practice.
- Responsible for identifying patients eligible for inclusion in the clinical trial.
- Responsible for the proper use and maintenance of the investigational medical device, as well as for the recovery of the medical device and its consumable components once used.
- Responsible for the proper use, maintenance and updating of the clinical trial electronic notebook and for the proper recording of source data in the investigator's folder.
- Coordinate with the VHIR Project Manager for the management of purchases of consumables, analytical tests, etc.
- Coordinate with the Project Manager of the clinical trial sponsor to monitor the progress of the clinical trial and/or possible incidents related to the investigational medicinal product, the electronic passbook, etc.



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### Labour conditions:

- Full-time position: 40h/week.
- Starting date: immediate
- Gross annual salary: 30.520,00 /// (Remuneration will depend on experience and skills. Salary ranges are consistent with our Collective Agreement pay scale)
- Contract: Temporary

### 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.



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### How to apply:

Applicants should submit a full Curriculum Vitae and a motivation letter with the reference "CTC SEEDCHRONY 02" to the following email addresses: [anna.teixido@vallhebron.cat](mailto:anna.teixido@vallhebron.cat) and [seleccio@vhir.org](mailto:seleccio@vhir.org)

### Deadline to apply: 21-05-2024

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 [lopd@vhir.org](mailto: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](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).