

INTERNAL / EXTERNAL CALL

The Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau needs to incorporate

AC6A Study Coordinator

Essential requirements

- Minimum qualification required: Advanced Studies (Bachelor's degree, Diploma or Degree) in Health Sciences or equivalent
- Specific training in clinical trials (Master's degree in clinical trial monitoring) or previous experience of 2 years in a similar position.
- Training in Good Clinical Practice and Quality standards.
- English and computer skills
- Oral and written knowledge of the two official languages of Catalonia

Skills will be valued

- Ability to integrate into work teams and contributions to maintain the unity of the group
- Expertise demonstrated in Clinical Trials
- Have a master's degree in Clinical Trials monitoring

Functions

- Coordinating and monitoring clinical trials of the Hematology's Department and Hematology and Transplantation group of the Santa Creu i Sant Pau i Sant Pau Hospital Research Institute Foundation in a subgroup of diseases
- Manage disease preselection visits assigned, start, monitoring and closure of clinical trials
- Schedule visits and tests of clinical trial patients in accordance with the protocol of each study
- Follow-up of patients included in clinical trials in long follow-up
- Complete data of patients in eCRF

- Reporting adverse events and serious adverse events, as well as their follow-up
- Provide oral medication to patients and control its traceability
- Coordinate visits or procedures with other medical departments in the hospital
- Report to the Head of Trial management area of the Hematology's department

Offered

- Indefinite contract, attached to the line of research "Clinical Trials of new therapies in Lymphoproliferatives diseases, such us Lymphomas and chronic lymphocytic leukemia"
- Annual workday of 1627.5 hours (37.5 hours/week)
- Remuneration according collective agreement
- Research Group: Oncological Hematology and Transplantation group

Documentation and deadline for submission

Interested parties should preferably deliver the documentation (1) in PDF, by e-mail to the Management of the Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau, address ir_recursohumans@santpau.cat , indicating the reference **2022/214.**:

(1) Application letter and updated Curriculum Vitae

At the request of the Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau, the candidates must present the documentation accrediting the merits mentioned in the curriculum vitae.

Applications will be resolved within a maximum period of one month from the end of the deadline for submission of documentation. At the end of this period, without having been notified of an express resolution, the interested parties will be entitled to understand that their applications have been rejected.

The Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau may declare this call for applications closed if, according to its criteria, the candidates does not meet the conditions that the Institution considers necessary to fill the position.

The interpretation of the requirements and their enforceability to the candidates will be exclusive to the Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau.

**The deadline for submitting applications
will end on November 20, 2022, at 3:00 p.m.**

Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau, sited at C. Sant Quintí, 77-79, 08041, Barcelona, Tel: 93 291 90 50, NIF: G-60136934, as Data Controller and in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) and the Organic Law 3/2018 of 5th of December, on the protection of personal data and the guarantee of digital rights, will treat your data with the sole purpose of developing this call. The legal basis for this treatment is the article 6.1 a, c and f from the GDPR, giving that we will ask for your consent, the treatment is necessary for the application of precontractual measures and its necessary to satisfy the legitimate interests pursued by the Data Controller.

The data will be kept during the necessary time to develop the call. Data will be treated solely by that areas and services that are allowed to in accordance with their assigned competences and functions. There will be no data cessions made unless there is a legal obligation to do so. You are entitled to exercise the rights of access, rectification, deletion, opposition, limitation and portability. In case you have any doubts, you can contact the data protection delegate at dpo_ir@santpau.cat. You also have the right to file a complaint to the relevant control authority.

PERMANENCE COMMITMENT: *Selected persons who will hold the summoned or vacant position, will not be able to apply for a new call until 1-year period has expired. In case of part-time job positions, this period will be of 6 months. In both cases, the period will compute from the date of publication of the resolution. The vacant summoned, and the ones that derive from it (intern movements), will be successively covered on the same proceeding among the submitted candidates to each particular call, regardless of whether this entails coverage of places in turns other than the call.*

Barcelona, 09/11/2022



Human Resources Departament
Fundació Institut de Recerca de l'Hospital de Sant Pau