

INTERNAL CALL

The Institute

The **Santa Creu i Sant Pau Hospital Research Institute Foundation** is a scientific foundation which mission is to improve health and quality of life of the population, through the production and dissemination of scientific knowledge, training of researchers to an international standard, and promoting health innovation and the incorporation of medical advances in clinical practice and healthcare policies. Created in 1992, the institute was attached to the Autonomous University of Barcelona (UAB) in 2003, and since 2011 it is part of the Government of Catalonia's CERCA Programme.

For the Foundation, it is a priority to ensure that the most suitable candidate is hired to fill a job through an open, transparent and merit-based selection process (OTM-R). Following these guidelines, staff mobility, knowledge exchange and, ultimately, the increase in the quality of teaching and research will be enhanced. Faithful to our commitment to the European Union's human resources strategy, our institution's personnel selection and recruitment procedures are governed by a set of basic principles that guarantee equal access to employability for all. Therefore, the constitutional principles of equality, merit and ability are followed, respecting in all cases the national and international regulations in force in this area, specifically the European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers (C&C). The principles of C&C are applicable to the recruitment of any personnel of the institution, regardless of their professional category. For this reason, our Foundation has obtained the recognition of "Excellence in R+D in Research" granted to the IIB Sant Pau, since 2015.



HR EXCELLENCE IN RESEARCH

The **Santa Creu i Sant Pau Hospital Research Institute Foundation** needs to incorporate at the Multiorgan Damage Study Group (Rheumatology Department):

AC6- Study Coordinator

About the Group:

Translational Medicine: Multiorgan Damage Study Group.

RHEUMATOLOGY AND RHEUMATOID ARTHRITIS

- Early rheumatoid arthritis
- Biomarkers of rheumatoid arthritis
- Interstitial lung disease associated with rheumatoid arthritis

SYSTEMIC SCLEROSIS

- Pattern and correlation of capillaroscopy with autoantibodies and pulmonary function tests.
- Evidence-based detection of pulmonary arterial hypertension in systemic sclerosis: DETECT study.
- Use of endothelin receptor antagonism to prevent pulmonary arterial hypertension (in collaboration with Vall d'Hebron University Hospital).
- Genetic studies of systemic sclerosis and collaboration with the DUO Registry and LAUDES study.
- Capillaroscopy pattern study in diffuse connective tissue diseases: QuantiCAP study.

GOUT

- Epidemiology of hyperuricemia and gout.

SJÖGREN'S SYNDROME

- Clinical and epidemiological findings in Spanish patients with primary Sjögren's syndrome (in collaboration with the Spanish Society of Rheumatology).

Essential requirements

- Minimum qualification required: Higher Education (Bachelor's Degree, University Degree) in Health Sciences.
- Accredited professional experience in clinical trials.
- Training in Good Clinical Practice and Quality standards.
- Oral and written knowledge of the two official languages of Catalonia or, failing that, the successful candidate will have to demonstrate, or promise to obtain, within a period not exceeding one year, a correct knowledge of the two official languages of Catalonia.
- Advanced level of English.
- Advanced knowledge of office tools (excel, word, power point, etc).

Skills will be valued

- Bachelor's Degree in Health Sciences.
- Experience in clinical trials and research projects.
- Training and/or experience in Rheumatology.
- Previous experience in similar positions.
- Knowledge of Good Clinical Practices.
- Proficiency in the Microsoft Office suite, Databases, email.

Functions

- **Protocol Development and Review:** Review and understand the study protocol, ensuring that it aligns with ethical and regulatory guidelines. Help in the development of detailed study procedures.
- **Patient Recruitment:** Identify and screen potential study participants, explaining the study to them and obtaining informed consent. Ensuring that the inclusion and exclusion criteria are met.
- **Participant Management:** Oversee the care and management of study participants throughout the trial, including scheduling visits, monitoring adverse events, and ensuring their safety.
- **Data Collection:** Collect and record data accurately and in compliance with the protocol. This may involve conducting interviews, taking measurements, and ensuring the completeness and accuracy of data.
- **Regulatory Compliance:** Ensure that the study complies with all regulatory requirements, including adherence to Good Clinical Practice (GCP) guidelines. Maintain the necessary documentation and records.
- **Study Supplies and Drug Management:** Manage the procurement, storage, and distribution of investigational drugs or study materials, ensuring proper documentation and accountability.
- **Communication:** Maintain communication with the study team, investigators, and sponsors. Keep all stakeholders informed about the progress of the study and address any issues or concerns promptly.
- **Quality Control and Quality Assurance:** Implement quality control measures to ensure data accuracy and integrity. This includes routine monitoring and source data verification.
- **Budget and Resource Management:** Assist in managing the study budget and allocated resources, which may include personnel, equipment, and supplies.
- **Reporting:** Prepare and submit reports to regulatory authorities and study sponsors. Ensure that all study documentation is complete and up to date.
- **Adverse Event Reporting:** Monitor and report adverse events as required by the protocol and regulatory agencies. Ensure that the appropriate actions are taken to address adverse events.

- Study Closeout: Assist in the closeout of the study, ensuring that all data is collected, documented, and archived appropriately.
- Training: Provide training to other study staff, including study nurses and data entry personnel, to ensure that all team members are knowledgeable and capable of their roles.
- Continuous Improvement: Identify opportunities for process improvement and implement changes to enhance the efficiency and effectiveness of the study.
- Patient Care: Provide support and care to study participants, addressing their concerns and ensuring their comfort and safety throughout the study.

Offered

- Indefinite Contract attached to the research line "Rheumatic diseases: Inflammatory / Autoimmune".
- Annual workday of 1.627,50 hours (37,5 hours/week).
- Remuneration according collective agreement.
- Research Group: Multiorgan Damage Group.

Documentation and deadline for submission

Interested parties should preferably deliver the documentation (1) in PDF, by e-mail to the Management of the Santa Creu i Sant Pau Hospital Research Institute Foundation, address ir_seleccio@santpau.cat, indicating the reference **2023/208**:

(1) Application letter and updated Curriculum Vitae

At the request of the Santa Creu i Sant Pau Hospital Research Institute Foundation, 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.

Santa Creu i Sant Pau Hospital Research Institute Foundation 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 Santa Creu i Sant Pau Hospital Research Institute Foundation.

**The deadline for submitting applications
will end on October 31th, 2023, 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, 17/10/2023



Human Resources Departament
Santa Creu i Sant Pau Hospital Research Institute Foundation