

Ref. Conv-FU-121/2019

## 1. POSITION OFFERED

1.1. A job is being opened to cover **1 Position of Bachelor's Degree** to support **FUNDACIO CLÍNIC PER A LA RECERCA BIOMÈDICA (FCRB)** to act as **European Correspondent for Spain** in the European Clinical Research Infrastructure Network, with temporary contract in the following professional category:

### Required qualifications and skills:

- **Required Degree:**
  - University degree
  - Management experience
  - Excellent organisational skills demonstrated with ability to manage a range of different projects simultaneously.
  - Ability to interact positively with a wide range of professionals, including senior staff, across a range of organisations including clinical research staff and regulatory authorities.
  - Ability to participate constructively and enthusiastically in meetings (onsite and through teleconference) and decision making processes
  - High-level oral and written English and communication skills (English will be the working language). The job interview will be performed in part in English
  - Position located in Barcelona (FCRB) with travels in France as appropriate, at the ECRIN-ERIC management office (Paris), and in Europe every other 2 months
- **The following skills will be valued:**
  - University degree in Health or Life Sciences
  - Multinational clinical research experience
  - Previous knowledge of the clinical development process and of GCP and local and international regulatory requirements

### Job description / Tasks to be developed:

This is a unique opportunity for a motivated and experienced individual who wishes to further develop his/her career in clinical research and his/her experience of multinational research projects. The ECRIN-ERIC European Correspondent for Spain plays a pivotal role in the coordination of the activities within the ECRIN-ERIC, strengthening the interaction of ECRIN-ERIC and the national network SCReN to facilitate and support participation in European multinational projects. In addition, the Spanish European Correspondent is one of the key players as ECRIN policy maker.

The main duties of the ECRIN-ERIC European Correspondent will include the following:

- Providing the key contact point in Spain for ECRIN-ERIC and the network of European Correspondents in other ECRIN countries.
- Participating, together with ECRIN-ERIC Management Office, in the development and maintenance of ECRIN Quality Assurance systems
- Provide regulatory knowledge and regular updates about national regulations to the European Correspondents of the other countries
- Providing advice and support to national investigators and sponsors wishing to develop European multinational studies through ECRIN, providing the key communication link with other ECRIN partners through the network of European Correspondents
- Providing support to foreign investigators and sponsors wishing to undertake clinical research studies in Spain ensuring that information relating to foreign studies are appropriately disseminated to national and international researchers.
- Provide leadership for ECRIN- adopted clinical projects carried out in Spain and participating in the management of multinational projects within the national network
- Ensure that specific pieces of project work under the ECRIN initiative are introduced and completed successfully, in line with planned timelines and contribute to the delivery of these projects
- Compiling and distributing regular communications about the progress of ECRIN projects and details of new initiatives to the Spanish national network SCReN
- Ensure that ECRIN-ERIC activities and mission are communicated efficiently to other stakeholders in Spain. Particularly the information should be timely distributed within the national partners ensuring that they have the opportunity to contribute to relevant initiatives on time
- Be required to work closely with other members of national network, research stakeholders and Spanish regulatory authorities and any other relevant professional bodies/organisations. In

- addition, excellent external links will be required with ECRIN team (core group and other European correspondents in other countries)
- Maintain within the national network in Spain a thorough understanding of the current clinical research regulatory environment; develop and maintain a good appreciation of the regulatory environment in other EU members states, particularly in relation to the interpretation and implementation of EU clinical trial legislation
  - Assist periodic Training and Education sessions and initiatives (at FCRB, SCReN and ECRIN Central Office), and contribute to the development and delivery of training programmes as appropriate
  - Undertake any ad hoc initiatives as required by the ECRIN-ERIC Management office.

The post is under the hierarchical responsibility of the Head of the Department of Clinical Pharmacology at Hospital Clínic of Barcelona. The tasks listed above will be developed with the support and under the supervision of a senior team of clinical pharmacologists, with a wide experience in the coordination of multinational studies and active participation in ECRIN activities.

#### **Presentation of applications:**

##### **All documents must include the reference code of the job offer (see upper left corner of the call)**

- Candidates must enclose a motivation letter and their Curriculum Vitae (including your contact details).
- Proof of the merits exposed and the degree obtained must also be included in the application.
- The authorization request for personal data must be signed and attached -European Regulation (UE) 2016/679- (see page 3).

##### **Place of submission: (clearly indicating the reference code of the job offer)**

1. Delivering it personally to the Dept. of human resources, located on the Esther Koplowitz Centre, C/ Rosselló 149, from 10 am to 1 pm from Monday to Friday.
2. By e-mail to the e-mail address [rrhh.fundacio@clinic.cat](mailto:rrhh.fundacio@clinic.cat) or [convocatoria.ecrin@gmail.com](mailto:convocatoria.ecrin@gmail.com)

##### **Application Deadline: 15/9/2019**

1.2. The recruitment will be carried out according to the provisions of Article 15 of the Royal Legislative Decree 1/1995, of 24 March, which approves the text of the law of the Statute of workers, in accordance with the provisions of art. 2 of the Royal Decree 2720/98, of 18 December (BOE of 8 January 1999), law 12/2001, of 9 July (B.O.E. of 10 July) and concordant provisions.

The principle of equal treatment between men and women will be considered, according to article 14 of the Spanish Constitution, the Community Directive of 9 February 1976 and what is foreseen in the agreement of the Council of Ministers of 4 March 2005, which approves the plan for gender equality in the General Administration of the State.

The universal accessibility for disabled persons will be considered according to the second paragraph of Article 1 of the law of December 2 51/2003 of equality of opportunities; 5% of the vacancies are preserved when candidates' pas the selection process and disabilities are proved. Also, compatibility with the tasks associated to the job must be proved so that progressively we reach 2% of all workforces. "

1.3. Annual gross remuneration inherent to the job offer object of this call will be fixed on the basis of the experience provided and the skills of the candidates.

1.4. In accordance with Regulation (EU) 2016/679 of 27 April 2016 on the protection of natural persons with regard to the processing of personal data (hereinafter the "Regulation"), we hereby inform you that:

- The party responsible for processing your data is the *Fundació Clínic per a la Recerca Biomèdica* (hereinafter "FCRB"), with Corporate ID No. G59319681, and registered address in Barcelona, Carrer Rosselló 149-153. You may contact the Data Protection Manager by sending an email to

protecciodades.recerca@clinic.cat or by writing to the Legal Director at Carrer Rosselló 149-153, Barcelona.

- When presenting your candidacy or sending us your CV, your data must be communicated with the aim and purpose of allowing employees at the entity to carry out management and selection processes.
- The information will be used by administrative and employee services in our entity, for their corresponding services, and may be submitted in full or in part to any authorities that, for legal reasons, require this type of information.
- The data provided will be held for a period of 1 year, and in addition once the relationship has been completed the data will be held for the period necessary to comply with legal provisions.
- The data provided may be transferred to a third country or international organisation, where necessary to justify the contract and/or salary of the employee providing the data.
- You have the right to access your data, request rectification of inaccurate data or request the removal of your data. Equally, you have the right to restrict the processing of your data, and you may oppose or withdraw consent for your data to be used in certain circumstances. You may exercise these rights by writing to the Legal Director at Carrer Rosselló 149-153, Barcelona, or by sending an email to protecciodades.recerca@clinic.cat. We also inform you of your right to file a complaint with the Catalan Data Protection Authority (*Autoritat Catalana de Protecció de Dades*) for any action taken by FCRB that you believe infringes your rights.

Barcelona a 1/08/2019  
Marta Fernandez Cufi  
Human Resources Manager

**I Authorize at:**

FUNDACIO CLINIC PER A LA RECERCA BIOMÈDICA (FCRB) to treat my personal data for the personnel selection procedure, which will cede it only in these legally enforceable cases, in accordance with the provisions of European Regulation (UE) 2016/679, and corresponding regulations that develop it.

Name:

Signed:

Barcelona,