



WE ARE LOOKING FOR...

Technician for Transfer and Innovation Unit

What do we offer?

Department	Transfer and Innovation Unit
Type of contract	Permanent contract with a 6-month probation period
Starting date	Immediate
Working hours	37.5h/week – full time
Category	Administrative Technician
Remuneration	To be defined

The Institute

The Institute of Biomedical Research of Lleida, Dr. Pifarré Foundation (IRBLleida) was created with the aim of creating synergies between basic, clinical and epidemiological research, making biomedical research a key driver to improve current clinical practice. IRBLleida covers a chain of translational research, from basic research, aimed at understanding the physiological and pathological mechanisms of the human body, to research that studies the behavior of diseases in large population groups.

IRBLleida was founded in 2004 through a collaboration agreement between the University of Lleida (UdL) and the Catalan health system. IRBLleida integrates research groups from the faculties of Medicine and Nursing and Physiotherapy of the UdL. On the other hand, we incorporate research groups of:

1. The Catalan Health Institute ([ICS](#)) both at the hospital level (Arnau de Vilanova University Hospital -[HUAV](#)) and the primary healthcare of [Lleida](#) and the [Alt Pirineu-Aran Health](#)

[Region](#),

2. The healthcare provider [Gestió de Serveis Sanitaris \(GSS; Santa María University Hospital -HUSM, Pallars Regional Hospital and Mental Health](#), among others).

IRBLleida has been a CERCA institute since 2013, and as such is organized according to a model of good governance and operation that guarantees efficiency, management flexibility, talent attraction and promotion, strategic planning and executive capacity.



It is also one of the 34 Spanish Health Research Institute (IIS) recognized by the [Carlos III Health Institute](#) and the Government of the Generalitat, as established by Law 16/2003, of 28 May, on the cohesion and quality of the national health system.



In December 2014, the Lleida Biomedical Research Institute's received the '[HR Excellence in Research](#)' logo from the European Commission. This is a recognition of the Institute's commitment to developing an HR Strategy for Researchers, designed to bring the practices and procedures in line with the principles of the [European Charter for Researchers](#) and the [Code of Conduct](#) for the Recruitment of Researchers (Charter and Code).



Please, [check out our Recruitment Policy](#)

Professional profile of the person hired:

Administrative Technician for the Transfer and Innovation Unit

Requirements (excluding applications that do not complete this section):

- University degree in Biotechnology, Biomedicine or similar
- Ability to communicate and write in English

These requirements must be met at the beginning of the selection process.

Context and tasks to be developed:

The selected person will join the Support Office as a member of the Projects and Innovation Department and will carry out the following tasks:

- Identification of innovative activities derived from the research conducted in the institute's projects.
- Search for calls for innovation and transfer projects, identification of capable groups to prepare them, and collaboration in the preparation of proposals.
- Dissemination and training activities to foster an innovative culture within the centre.
- Management of an ideas' portfolio.
- Updating the patents portfolio.
- Holding periodic meetings with research groups.
- Collaboration in writing the innovation sections of research projects when necessary.
- Development of innovation and transfer indicators.

Their participation in the preparation of proposals will also include support to the International Projects Unit, where the focus on innovation plays a key role in preparing competitive proposals.

The selected person will also support the Transfer Manager in the process of establishing technology-based companies within the Institute, participating in the preparation of regulations and documentation necessary for approval by the governing bodies.

Desirable but not required/ Nice to have

Knowledge

- Master's degree in biotechnology, biomedicine, or a similar field
- Additional training in Transfer and Innovation

Experience

- Previous experience in Innovation and Transfer Offices
- Experience in writing, preparing patents, and managing intellectual property

Competences

- Ability to work in a team
- Problem-solving and persistence
- Proactive attitude
- Public speaking skills and autonomy in preparing meetings with collaborators
- Ability to learn and willingness to undergo further training

Contract Specifications

- ✓ Permanent contract with a 6-month probation period
- ✓ Immediate start
- ✓ Full-time (37.5 hours per week)
- ✓ Salary to be determined, according to the category indicated in our salary tables, based on the experience and value of the selected candidate.

Senior technician	28.503,90 €
Technician	25.336,80 €
Junior technician	22.169,70 €

Why work at IRBLeida?



We provide a highly stimulating environment with state-of-the-art infrastructures.



We offer complementary training for all profiles. To consult our training and development portfolio, please visit our website in the training section.



We offer and promote a diverse and inclusive environment and welcomes applicants regardless of age, disability, gender, nationality, race, religion or sexual orientation.



Reconciliation of work and family life and the possibility of benefiting from flexible working hours. In addition, as a result of different company agreements, the following improvements are recognized:

- Paid leave to go to the doctor for personal health reasons.

- Paid leave to accompany a first-degree relative under 18 years of age, over 70 years of age or with first-degree disability to the doctor.
- Holidays that coincide with Saturday or Sunday are moved to the Monday immediately following.
- A special 6-hour working day is established on Holy Tuesday, April 23, June 23, December 24, December 31 and January 5.

Documents and application deadline:

All applications must include:

- A presentation letter.
- Curriculum vitae.

The deadline for submission is on the 10th of February 2025 at 2.00p.m.

Those interested can apply for the offer by filling in the form (<https://www.irbllleida.org/ca/job-application/>) and sending your CV and a cover letter, indicating the name of the offer for which you are applying and the reference 005-25.

Selection process schedule for reference 005-25

Minimum 15 days	Publication and dissemination of the job offer: IRBLeida website, REGIC portal, social networks, other employment websites depending on the vacancy offered.
Next 2 working days	Transfer of the CVs to the Selection Committee
Next 5 working days	Meeting of the Selection Committee: <ul style="list-style-type: none">- Interview of the pre-selected candidates- Evaluation of the candidates and meeting minutes certifying the candidate awarded with the position
Next 5 working days	Completion of the paperwork required to formalize the employment contract

Immediate

Approximate contract starting date

Express selection process

When an employee must be replaced urgently, for instance, to cover a sick leave, scientific reasons justifying the incorporation on a specific day, specification in a resolution, etc., an express selection process could be undertaken.

This selection process will follow the same procedure as the ordinary one, but the duration of several steps will be reduced, *i.e.* publication of the job offer, submission of applications, evaluation and selection process.

Regulation and normative principles

The contract will be in accordance with the provisions of **article 15 of Royal Legislative Decree 1/1995, of 24 March**, approving the text of the Workers' Statute Act, in accordance with the provisions of **article 2 of Royal Decree 2720/98, of 18 December (B.O.E. of 8 January 1999)**, **Law 12/2001, of 9 July (B.O.E. of 10 July)** and concordant provisions.

The principle of equality between men and women is taken into account, in accordance with Organic Law 3/2007, of 22 March, for the effective equality of women and men. IRBLeida has an Equal Opportunities Plan for men and women and a Protocol for the prevention and eradication of sexual harassment.

The principle to equal opportunities and treatment, as well as the real and effective exercise of rights by people with disabilities on equal terms with other citizens, through the promotion of personal autonomy, universal accessibility, access to employment, inclusion in the community and independent living and the eradication of any form of discrimination, in accordance with **articles 9.2, 10, 14 and 49 of the Spanish Constitution** and the International Convention on the Rights of Persons with Disabilities and the international treaties and agreements ratified by Spain, in accordance with the provisions of **Royal Legislative Decree 1/2013, of 29 November**.

PERSONES
PERSONAS
PEOPLE



IRBLeida is committed to the principles of merit-based recruitment and transparency (OTM-R) in accordance with the requirements of the HRS4 seal.

ANNEX I: SELECTION COMMITTEE

President	Dr. Diego Arango, Scientific Director
	Dr. Joan Sayos, Deputy Director
Chairs	Sra. Eva López, Manager
	Dr. Joaquin Bonelli, Projects and Innovation Manager
Secretary	Ms. Elena Moscatel, People and Legal Manager

ANEX III. SCALE OF MERITS

Academic curriculum and complementary training	50 points
• Master's degree in biotechnology, biomedicine or similar	20 points
• Complementary training in Transfer and Innovation	30 points
Accredited professional experience	30 points
• Previous experience in Innovation and Transfer Offices	Up to 20p
2 plus years – 20 points	
1 – 2 years – 10 points	
Up to 1 year – 5 points	
• Experience in writing, preparing patents, and managing intellectual property	20 points
Competency test or interview	20 points
• Criteria subject to subjective judgement based on the interview conducted	20 points
Maximum score	100 points

Applications that do not exceed 50% of the maximum score will be rejected.

Informative clause on data protection

Responsible for processing

Identity: INSTITUT DE RECERCA BIOMÈDICA DE LLEIDA

TAX ID: G25314394

Postal address: Av. Alcalde Rovira Roure nº80, 25198, Lleida

E-mail: protecciodedades@irbllleida.cat

Purpose of data processing and conservation

At the INSTITUT DE RECERCA BIOMÈDICA DE LLEIDA (hereinafter referred to as IRB LLEIDA) we process the information you provide as an interested party in order to manage the processing of your curriculum and application.

The data obtained will be kept for a period of up to 12 months, in order to collect future applications if these are not updated before or until there is opposition to their processing by the interested party.

Legitimacy for the processing of data

The legal basis for the processing of your data is the consent of the interested party when contacting the INSTITUT DE RECERCA BIOMÈDICA DE LLEIDA.

Addressees of your data

Your data will be communicated to third parties and collaborators related to the organisation. Apart from these entities, the data will not be communicated to third parties.

Rights of interested parties

The owners of the data processed by IRB LLEIDA have the right at all times to access their data, rectify them, oppose their processing or delete them if they believe that they are no longer necessary for the purposes for which they were collected. Furthermore, if you wish, you may request the portability of your data and limitation of their processing. In this latter case, we will only keep them for the exercise or defence of claims. Likewise, you may revoke the consent given at any time.

To exercise these rights you may contact IRB LLEIDA by e-mail at protecciodedades@irbllleida.cat. Likewise, if you consider that your rights have been violated, you may lodge a complaint with the Catalan Data Protection Authority.