



WE ARE LOOKING FOR...

Technician for the Research Talent Attraction Office (OCPI)

What do we offer?

Department	Projects and Innovation Department
Type of contract	Indefinite for scientific/technical activities
Starting date	Immediate
Duration	Until 31/12/2026
Working hours	37.5 hours/week – full time
Category	Senior Technician
Remuneration	31.157,80€ gross/annual

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:

Senior technician with training in the scientific or social field.

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

- University degree in science or social science
- Catalan and Spanish oral and written
- English level B1

These requirements must be met at the beginning of contract.

Context and tasks to be developed:

The selected person will join the IRBLleida to fill a position as a technician for the Office for the Attraction of Research, Research and Technical Personnel (OCPI) within the PRIPIN project subsidized with the *ayudas para la preparación y gestión de proyectos europeos y facilitar la atracción de talento internacional las instituciones de I+D (GPE2024)*, to comply with the objective foreseen within the PRIPIN project.

The selected person will carry out, among others, the following tasks:

- Start the OCPI and implement the International Talent Recruitment Plan (PCTI)
- Develop the OCPI indicators
- Search for calls and identification of portals to attract foreign talent
- Management of the personnel registration process
- Implement a Transfer Support Program
- Campaign and training activities for new international personnel
- Design compensation and benefit packages that are attractive to international staff and research groups that incorporate them

- Ensure improving the visibility of the institute at a global level
- Their participation will also include support in the International Projects Unit and People Department in the shared tasks

Proyecto GPE2024-001566-T financiado por MICIU/AEI/10.13039/501100011033, siendo GPE2024-001566-T la referencia que figura en la resolución de concesión; MICIU el acrónimo del Ministerio de Ciencia, Innovación y Universidades, AEI el acrónimo de la Agencia Estatal de Investigación; y 10.13039/501100011033 el DOI (Digital Object Identifier) de la Agencia.



MINISTERIO
DE CIENCIA, INNOVACIÓN
Y UNIVERSIDADES



Desirable but not required/ Nice to have

Knowledge

- English level C1
- Master's degree on the science or social science field
- Complementary training in management or similar

Experience

- Experience in Support Office or similar
- Experience abroad, working or on a studies stay

Competences

- High organisation level
- Able to work within a team

- Proactive attitude
- Resolutive Person
- Constant working skills

Contract Specifications

- ✓ Permanent contract for technical scientific activities, in accordance with the provisions of Article 23 of Law 17/2022, of 5 September, which amends Law 14/2011, of 1 June, on Science, Technology and Innovation.
The contractual modality is that of indefinite duration, with specific clauses linked to the financing of the project in accordance with art. 49 1.b) and art. and 52.e). of Royal Legislative Decree 2/2015, of 23 October, approving the revised text of the Workers' Statute Law.
- ✓ The amount granted for the financing of personnel expenses is 75.006,56€ for the whole duration of the project.
This amount will cover the gross annual salary of the person hired, the cost of the employer's social security contributions and the dismissal compensation.
- ✓ Financing of the activity: PP10918 - AYUDAS PARA LA PREPARACIÓN Y GESTIÓN DE PROYECTOS EUROPEOS Y PARA FACILITAR LA ATRACCIÓN DE TALENTO INTERNACIONAL EN LAS INSTITUCIONES DE I+D.
- ✓ Contract duration: The project work plan indicates that personnel expenses are expected to be incurred until 31/12/2026.
- ✓ If there are modifications in the work programme and/or budget of the project, the possibility of modifying the period will be assessed (the duration of the contract is linked to the specific funding of the project/agreement).

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 cover letter
- Curriculum vitae

The deadline for submission is on the 28th 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 007-25.

Selection process schedule for reference 007-25

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 offers, 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**.

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	Sra. Eva López, Manager
	Sr. Joaquín Bonelli, Head of Projects and Innovation Office
Chairs	Sra. Anna Verdugo, Technician of the Projects and Innovation Office
	Sra. Paloma Buj, Technician of the Projects and Innovation Office
Secretary	Sra. Elena Moscatel, Head of People and Legal Office

ANEX III. SCALE OF MERITS

Academic curriculum and complementary training	40 points
• Advanced English Level C1	20 points
• Master's Degree on the science or social field	10 points
• Complementary training on Management or similar	10 points
Accredited professional experience	40 points
• Experience in a Support Office or similar	
- 2 years or more	30 points
- Between 1 and 2 years	20 points
- Up to 12 months	10 points
• Experience abroad, working or on a studies stay	10 points
Competency test or interview	20 points
• Criteria subject to a value judgment will be evaluated	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.