

CONV. ES-ID-03/2018

### Research Officer position at IDIBAPS

The Institut d'Investigacions Biomèdiques August Pi i Sunyer (IDIBAPS) is a biomedical research consortium that aims to integrate state-of-the-art basic research and quality clinical research in order to acquire and transfer knowledge concerning the main health problems present in our society, with the final purpose of improving their prevention and treatment. IDIBAPS is the research institute of Hospital Clinic of Barcelona (HCB) and is associated with the University of Barcelona (UB) and the Spanish Research Council (CSIC). Both the Institute and the Hospital rank amongst the best in their respective performance rankings.

The IDIBAPS research community is composed by more than 1400 people, more than a hundred of whom working as research management staff. We are seeking an enthusiastic and professional person to join the IDIBAPS Scientific Coordination Office.

For further information: [www.idibaps.org](http://www.idibaps.org)

#### **JOB DUTIES**

- Manage the IDIBAPS scientific output (publications, projects, doctoral thesis, etc.).
- Institutional liason with iMarina as the supplier of the IDIBAPS current research information system (CRIS).
- Manage the institutional compliance with Open Access policies.
- Support the IDIBAPS Scientific Coordination Office in several institutional evaluation processes as well as in the preparation of institutional applications or evaluation reports.

#### **REQUIRED QUALIFICATIONS AND SKILLS**

- University degree in life sciences or related fields.
- Good knowledge of the scientific publication process.
- Good knowledge of regional, national and international funding tools.
- Excellent command of spoken and written Catalan, Spanish and English.
- Strong IT skills (Excel, Power Point, search in PubMed, Web of Science and Scopus databases, etc.).
- Excellent communication and interpersonal skills.
- Proactive, flexible, and problem-solving attitude.

#### **DESIRED QUALIFICATIONS AND SKILLS**

- PhD degree in life sciences or related fields.
- Training or previous experience in research management.
- Research experience in an international environment.

#### **CONDITIONS**

- Duration: permanent contract after 6-month trial period (full-time).
- Annual gross salary: adjusted according to experience.
- Expected starting date: April 2018.

#### **APPLICATION PROCEDURE**

All applications must include:

1. A motivation letter (1 page maximum).
2. A full CV including contact details.
3. Name and contact information of at least two references.

All applications must be addressed to:


[rrhh.fundacio@clinic.ub.es](mailto:rrhh.fundacio@clinic.ub.es)

**Deadline for applications: 19/03/2018.**

IDIBAPS is an equal opportunity employer.

All applications will be treated in the strictest confidence.

Barcelona, 05/03/2018



Marta Fernández Cufí  
Human Resources Manager