

**OPEN CALL FOR THIS POSITION: MANAGEMENT UNIT OPERATIVE.
CINBIO, Biomedical Research Center (*Centro Singular de Investigación de Galicia*),
UNIVERSITY OF VIGO**

The **Biomedical Research Center** (CINBIO, *Centro de Investigacións Biomédicas, Centro Singular de Investigación de Galicia, University of Vigo*) (www.cinbio.es).

CINBIO aims at generating first class science; training in values of excellence and make returns to the society, under a multidisciplinary approach. It is working on basic, applied and clinical research, to address prevention, diagnosis and therapy in Biomedicine.

We are over 200 people, professors, consolidated and early stage researchers, PhD students and technicians. We provide and have access to core facility services with ISO 9001: 2015 quality certificate, including bioexperimentation facilities and BSL3 lab.

We are opening a new strategic roadmap with four main strategic areas: Molecular medicine / Nutrition and Wellness / Nanomaterials / Bio-statistics and Health informatics and intelligent systems. There are 14 research leaders in the areas of Applied Physics / Biomass and Sustainable Development / Analytical & Food Chemistry –Biotoxins- / Colloid Chemistry and Nanophotonics / Magnetic Materials / Nanocatalysis and biosensors / Organic Chemistry / Neuroscience / Endocrinology / Rare Diseases/ Immunology / Evolutionary and Biomedical Genomics / Next Generation Computer Systems / Biostatistics and Epidemiology.

Along the last 4 years, we got hold of over 12 million euros, almost a third in international calls; 65 theses; over 100 articles yearly, 75% of them Q1, 40% first decile, some of them highly cited; transfer output of 4 patents, 27 software records and contracts with industry; being proactive in career development actions. We are now implementing actions to increase funding, especially at international calls and from new sources; in order to improve excellence, outreach, internationalization, and returns to society.

CINBIO follows the University of Vigo's strategy of HR Excellence in Research, and HRS4R - Human Resources Strategy for Researchers, to guarantee the transparency, and ensuring the equal treatment of all applicants. All vacancies are openly advertised.

CINBIO offers **one position for MANAGEMENT UNIT OPERATIVE**

Please, send the required documentation to cinbio@uvigo.es, with the Reference number.

Application deadline: 3rd February 2020 (12:00 hours, local time)

ANNEX I. POSITION OFFERED.

REFERENCE: CINBIO20-04. MANAGEMENT UNIT OPERATIVE

Profile: The Biomedical Research Center (CINBIO) offers **one full-time position MANAGEMENT UNIT OPERATIVE**.

Requested: The candidate must have a university degree. Proven professional experience in the management of R&D, innovation or transfer projects, for at least three years.

Skills:

- It is valuable to have experience in dealing with public administrations.
- Experience in budget management and infrastructure management.
- Experience in applying and managing projects, and technical and economic reporting.
- Experience in supporting quality certifications and audits.
- Computing skills, especially office packages.
- Communication and representation skills is a plus.

Salary: The gross salary is up to 2.300 €/month, depending on experience. This includes salary and employee social costs, excluding taxes. Medical care and insurance through the Spanish Healthcare System, with pension and unemployment benefits.

Timeframe: Initially, 9 months (starting on march 2020), yearly extended.

Candidates should send before deadline, 3feb2020:

- 1.- **Application Form** (Annex II, filename CINBIO20-04_YourName_Form.pdf).
- 2.- **CV / Professional experience** (filename CINBIO20-04_YourName_CV.pdf).
- 3.- **Motivation letter** (1 page, filename CINBIO20-04_YourName_Letter.pdf).

The documents should be sent to cinbio@uvigo.es . Specify Reference in the email subject: CINBIO20-02. MANAGEMENT UNIT OPERATIVE

Evaluation process:

Up to five leader researchers of the CINBIO will composed the Human Resources Commission.

Each candidate will be evaluated as follows:

CV / Professional experience	–	up to 60 %
Job-related training and educational courses	–	up to 15 %
Interview to pre-selected candidates	–	up to 25 %

Emails will be replied as proof of documentation delivery.

All qualified applications will be considered, and not discriminated against on the grounds of race, color, religion, sex, sexual orientation, gender identity, nationality, age or disability.

The commission will select candidates that could be invited for a **face-to-face or remote interview**. A contract will be offered to the approved final candidate, the others will end up on **a waiting list**.

ANNEX II. APPLICATION FORM.

**OPEN CALL FOR THIS POSITION: MANAGEMENT UNIT OPERATIVE.
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APPLICANT'S PERSONAL DATA:	
Name and Surname :	NIF, ID Card, Passport:
Address:	City:
Phone 1:	Phone 2:
email:	

Applied position:

- CINBIO20-04. MANAGEMENT UNIT OPERATIVE**

Files uploaded:

- This application form (annex II). (file CINBIO20-04_YourName_Form.pdf)
 CV / Professional experience. (file CINBIO20-04_YourName_CV.pdf)
 Motivation letter. (file CINBIO20-04_YourName_Letter.pdf)
 Other (explain):

The applicant declares to be true the information contained in this application, and that it knows and accepts the basis of this call.

Place: _____, date: _____

Applicant signature.