



The Vall d'Hebron Research Institute (VHIR) is a public sector institution that promotes and develops the research, innovation and biosanitary teaching of the Vall d'Hebron University Hospital. Through the excellence of our research, we identify and apply new solutions to the health problems of society and we contribute to spread them around the world.



HR EXCELLENCE IN RESEARCH

In April 2015, the **Vall d'Hebron Research Institute (VHIR)** obtained the recognition of the European Commission **HR Excellence**.

This recognition proves that VHIR endorses the general principles of the European Charter for Researchers and a Code of Conduct for the Recruitment of Researchers (**Charter & Code**).

VHIR embraces Equality and Diversity. As reflected in our values we work toward ensuring inclusion and equal opportunity in recruitment, hiring, training, and management for all staff within the organization, regardless of gender, civil status, family status, sexual orientation, religion, age, disability or race.

Project Manager

Technical Secretariat Unit

VHIR offers a vacant position for a Project Manager at the Strategy Directorate, within the Technical Secretariat Unit. The mission of the Strategy Directorate is to contribute to the overall institutional positioning strategy of VHIR. The Technical Secretariat Unit is responsible for the knowledge management of the Institution, and gives the needed support in a wide range of activities, such as Strategic planning implementation, scientific policies, institutional evaluations, research performance KPIs as well as support on the international strategic alliances such as the European University Hospitals Alliance (EUHA).

JOB DESCRIPTION

Education and qualifications:

Required:

- University degree in Health Sciences preferred.

Desired:

- PhD will be valued

Experience and knowledge:

- Minimum of 2-year experience and/or project management within the biomedical sector.
- Knowledge and experience in the biomedical translational research arena is desired.
- Excellent written and oral communication in Catalan, Spanish and English and Catalan.
- Good command of MS Office and other computer tools.
- Personal skills: Well-organized, proactive, results oriented professional with close attention to detail and with the ability to prioritize and work under tight deadlines. Team player with excellent interpersonal skills and ability to interact with different hierarchical levels of the organization.



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Main responsibilities/duties:

- Give support on the overall knowledge management of VHIR
- Provide support with the collection and exploitation of institutional Key Performance Indicators (KPIs)
- Participate on the organization of scientific events
- Interact with scientific committees and institutional scientific evaluations
- Promote Responsible Research & Innovation (RRI) culture
- Participate in the definition of institutional scientific policies
- Interact with VHIR Principal Investigators
- Liaise with the support units from VHIR
- Manage the internal and external communication required by each task.

Labour conditions

- Full-time position (40h/week).
- Immediate incorporation
- Temporary contract, renewable
- Gross annual salary: 28.000-32.000€ (depending on experience and skills. Salary ranges are consistent with our Collective Agreement pay scale)

What can we offer?

- Incorporation to Vall d'Hebron Research Institute (VHIR), a public sector institution that promotes and develops the biomedical research, innovation and teaching at Vall d'Hebron University Hospital (HUVH), the biggest hospital of Barcelona and the largest of Catalan Institute of Health (ICS).
- A scientific environment of excellence, highly dynamic, where high-end biomedical projects are continuously developed.
- Continuous learning and a wide range of responsibilities within a stimulating work environment.
- Personal training opportunities.
- Flexible working hours.



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- 23 days of holidays + 9 personal days.
- Flexible Remuneration Program (including dining checks, health insurance, transportation and more).
- Annual teambuilding events.

How to apply:

Applicants should submit a full Curriculum Vitae and a cover letter with the reference CV's *PM Technical Secretariat Unit* to the following email addresses: seleccio@vhir.org.