

JOB OPPORTUNITY

The Bellvitge Biomedical Research Institute (IDIBELL) is seeking for a Project Manager within the Strategic Projects and Planification Unit.

JOB DESCRIPTION

We are looking for a Project Manager to support the Strategic Direction for coordination and execution of specific strategic initiatives. Serves as a manager for strategic initiatives such as the, Personalized Medicine Strategy for the Bellvitge Campus, Transversal Research Actions and other projects.

The candidate is expected to have good knowledge of the public R&D biomedical sector environment and project management experience. The candidate should have excellent analytical, management planning and communication, skills. Furthermore, the candidate is expected to be service-oriented, multi-tasking and collaborative.

ABOUT IDIBELL

IDIBELL is a research center that integrates the biomedical research of the Bellvitge University Hospital (HUB), the Catalan Institute of Oncology (ICO), and the University of Barcelona in the Bellvitge Campus (UB) and the Viladecans Hospital (HV), located in south Barcelona.

The research focuses of IDIBELL are cancer, neuroscience and translational medicine; research, innovation and society are the pivots on which researchers work every day in order to improve the quality of life of citizens.

IDIBELL is part of the CERCA institution of the Generalitat of Catalonia. In 2009, it became one of the first five Spanish research centers accredited as a health research institute by the Carlos III Institute of Health. More recently, the European Commission has recognized IDIBELL with the HRS4R logo (Excellence in Human Resources in Research), which identifies IDIBELL as a provider and supporter of a stimulating research work environment.

Main responsibilities

- Overseeing and coordinating strategic projects of the Unit.
- Leading strategic projects as assigned; writing project proposal, engaging stakeholders, finding sources of funding, coordinating project teams, follow up of the execution (budget and timeline), etc.
- Coordinating, reviewing and processing of materials and information requiring close interaction with the executive management of IDIBELL.
- Participating in strategic planning, follow up and evaluation Assessing effectiveness of the initiatives.

Requirements

- Life science degree; PhD in life science will be punctuated.
- Demonstrated track record and skills gained with similar positions.
- Good understanding of the biomedical research sector.
- Fluent Catalan and English written and oral are mandatory.

Desired experience and skills

- Previous participation in Personalized Medicine projects will be highly considered.
- Ability to effectively manage multiple activities or projects of varying complexity with conflicting priorities
- Proven analytical and problem-solving skills.
- Excellent interpersonal, negotiation and mediation skills.
- Excellent project management skills.

We offer

- Full-time position (40 hours/week).
- 6-month temporary contract the continuity of which will be considered depending on the performance of the candidate.
- Salary depending on the candidate curricula.
- Starting date: to be defined in accordance with candidate availability

Documents required

- Cover Letter
- Curriculum vitae

Observations

Candidates must present documents through the website IDIBELL:
<http://www.idibell.cat/modul/ofertes-feina/cat>

Contact and Information Human Resources. Bellvitge Biomedical Research Institute.
rrhh@idibell.cat . TFS: 93 260 7290; 93 260 7834.

Deadline for sending CVs will be next November 16th, 2018

All job profiles must be reviewed and accepted by the HR Department in order to guarantee legal and labor compliance, and the principles of the European charter for Researchers and the Code of Conduct for the Recruitment Researchers.

IDIBELL obtained the seal of Excellence in HR in 2015

This seal represents IDIBELL's commitment to the implementation of HR policies, which oversee the attracting and development of talent in an open, transparent manner, based on personal merit, aligned with the principles of the European charter for Researchers and the Code of Conduct for the Recruitment Researchers.



HR EXCELLENCE IN RESEARCH

<http://www.idibell.cat/modul/news/en/766/eu-certifies-idibell-as-a-center-of-excellence-in-human-resources-for-researchers-hrs4r>