



Euraxess Job offer

Mandatory

Optional

Project information

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|----------------------|---|---------------------------|--------|
| Acronym | BCN-AIM | FBG project number | 402192 |
| Project title | Artificial Intelligence in Medicine lab | | |
| IP | Karim Lekadir | | |
| Department | Facultat de Matemàtiques i Informàtica | | |

Basic information

Job description

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|---|---|
| Title | Project Assistant |
| Offer description <i>Project description, responsibilities, functions and/or tasks of the position, PhD program, etc.</i> | <p>The Role:</p> <p>A Project Assistant position to assist on the coordination activities of the European research projects, offered at University of Barcelona as part of the Artificial Intelligence in Medicine lab (BCN-AIM). The Project Assistant will generally provide the 'back office' services required for successful project coordination and will support the Project Coordinator and Team Members in the overall coordination and management of the projects.</p> <p>Tasks performed by the Project Assistant include, but are not limited to:</p> <ul style="list-style-type: none"> - Track all project related costs in collaboration with the UB Research Service (Fundació Bosch i Gimpera). - Manage recruitment processes of postdocs, technicians and students for the lab. - Manage purchases, reimbursements and project related travels. - Support the BCN-AIM team members in their day-to-day communication, management and administrative activities. - Help organise EU projects related meeting, workshops and other events. - Support the Project Coordinator in the management of the project - Collaborate with the services of the University <p>The Group:</p> <p>The successful candidate will join the Artificial Intelligence in Medicine Lab (www.bcn-aim.org), which is an integral part of the University of Barcelona's Faculty of Mathematics and Computer Science. It is a young and dynamic research lab, highly active in international projects, and composed of >20 enthusiastic academics, researchers, students and research managers, with expertise in data science, machine/deep learning, biomedical informatics, biomedical ethics, and health-related applications. The research team has an established track record in coordination and participation in national, European and international projects in biomedical data science and medical AI (e.g. EuCanImage, euCanSHare, EarlyCause, LonglTools, HealthyCloud, RadioVal, DataTools4Heart, Youth-GEMs, HappyMums, AIMIX, AI4HF).</p> <p>The Institution:</p> <p>The University of Barcelona (UB), founded in 1450, is one of the oldest universities in Spain. It comprises a student body of 84,370 and 4,548 research staff members. With 73 undergraduate programs, 273 graduate programs and 48 doctorate programs, UB is the largest university in Barcelona and Catalonia. The UB is ranked the first Spanish university according to several rankings (QS World University Rankings 2018, ARWU/Shanghai Ranking 2018). It is particularly interested in fostering international relations and, for many years, has managed an average of 150 European projects per</p> |



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| | year. Since January 2010, Universitat de Barcelona is part of the prestigious League of European Universities Research (LERU). | | | | | |
| Researcher Profile <i>Select one</i> | <input checked="" type="checkbox"/> | First Stage Researcher (<i>PhD candidate or equivalent, experience less than 4 years</i>) | | | | |
| | <input type="checkbox"/> | Recognised Researcher (<i>PhD holder or equivalent, experience more than 4 years, not fully independent</i>) | | | | |
| | <input type="checkbox"/> | Stablished Researcher (<i>Established researcher with a developed level of independence</i>) | | | | |
| | <input type="checkbox"/> | Leading Researcher (<i>Leading his/her area or field</i>) | | | | |
| Research field <i>Select one</i> | <input type="checkbox"/> | Agricultural sciences | <input type="checkbox"/> | Educational sciences | <input type="checkbox"/> | Literature |
| | <input type="checkbox"/> | Anthropology | <input type="checkbox"/> | Engineering | <input type="checkbox"/> | Technology |
| | <input type="checkbox"/> | Architecture | <input type="checkbox"/> | Environmental sciences | <input type="checkbox"/> | Religious sciences |
| | <input type="checkbox"/> | Arts | <input type="checkbox"/> | Ethics in health sciences | <input type="checkbox"/> | Sociology |
| | <input type="checkbox"/> | Astronomy | <input type="checkbox"/> | Ethics in natural sciences | <input type="checkbox"/> | Physiological sciences |
| | <input type="checkbox"/> | Biological sciences | <input type="checkbox"/> | Ethics in physical sciences | <input type="checkbox"/> | Neurosciences |
| | <input type="checkbox"/> | Chemistry | <input type="checkbox"/> | Geography | <input type="checkbox"/> | Pharmacological sciences |
| | <input type="checkbox"/> | Communication sciences | <input type="checkbox"/> | Geosciences | <input type="checkbox"/> | Mathematics |
| | <input type="checkbox"/> | Computer science | <input type="checkbox"/> | History | <input type="checkbox"/> | Philosophy |
| | <input type="checkbox"/> | Criminology | <input type="checkbox"/> | Information science | <input type="checkbox"/> | Medical sciences |
| | <input type="checkbox"/> | Cultural science | <input type="checkbox"/> | Juridical sciences | <input type="checkbox"/> | Political sciences |
| | <input type="checkbox"/> | Demography | <input type="checkbox"/> | Language sciences | <input type="checkbox"/> | Physics |
| | <input type="checkbox"/> | Economics | <input checked="" type="checkbox"/> | Other | <input type="checkbox"/> | |

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| Gross salary per year | €32.000 – €40.000 (depending on experience) |
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How to apply

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|----------------------------------|--------------------------------------|--|--|
| Required documents | Application letter, Curriculum vitae | | |
| Send your application to: | email | anais.emelie@ub.edu | |
| | Name | Anais Emelie | |
| | email subject | Project Assistant application | |

Work conditions

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|-------------------------------------|---|------------------------------------|-------------------------------------|
| Type of contract | Temporary (up to four years) | | |
| Job status <i>Select one</i> | <input checked="" type="checkbox"/> full-time | <input type="checkbox"/> part-time | Hours per week 37.5 |
| Application deadline | 24-03-2023 | | Job Starting Date 11-04-2023 |

Funding

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|--|-------------------------------------|---|--------------------------|---|
| Is the job funded through a EU Research Framework Programme? <i>Select one</i> | <input type="checkbox"/> | H2020 / Marie Skłodowska-Curie Actions COFUND | <input type="checkbox"/> | FP7 / People-Marie Curie Actions COFUND |
| | <input type="checkbox"/> | H2020 / Marie Skłodowska-Curie Actions | <input type="checkbox"/> | FP7 / People-Marie Curie Actions |
| | <input type="checkbox"/> | H2020 / ERC | <input type="checkbox"/> | FP7 / Ideas-ERC |
| | <input type="checkbox"/> | H2020 / EIT | <input type="checkbox"/> | FP7 / JRC |
| | <input checked="" type="checkbox"/> | H2020 | <input type="checkbox"/> | FP7 |
| If not, indicate the fund program and organization | | | | |
| Science4Refugees | <input type="checkbox"/> | | <input type="checkbox"/> | |

Hiring Organisation

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|------------------------|--------------|---------------|
| Contact Person: | Name | Karim Lekadir |
| | email | |



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| | Phone | |
| | Mobile phone | |

Work location

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|----------------------------|---|--------------------|-------|
| Department / Centre | Departament de Matemàtiques i Informàtica, Universitat de Barcelona | | |
| City | Barcelona | | |
| Street | Gran Via de les Corts Catalanes, 585 | Postal Code | 08007 |

Requirements

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|---|--|---|
| Required Education Level <i>Select one</i> | <input checked="" type="checkbox"/> | Bachelor Degree or equivalent |
| | <input type="checkbox"/> | Master Degree or equivalent |
| | <input type="checkbox"/> | PhD or equivalent |
| Skills/Qualifications | <ul style="list-style-type: none"> - Basic knowledge of English language (written and spoken). - Strong IT skills. - Experience with administrative tasks in projects. - Proven ability to prioritise a varied workload and to meet tight deadlines. - High level of accuracy and attention to detail. - Team player and ability to work independently. - Knowledge of Spanish and/or Catalan languages is desirable. | |
| Specific requirements | <ul style="list-style-type: none"> - Excellent organisational, communication and interpersonal skills. - Ability to work in international, multicultural, and interdisciplinary environments. - Good team spirit and participation in the life of the lab. - Passion for applications of artificial intelligence in biomedicine and healthcare. | |
| Required languages | Language | Level |
| | English | Basic |
| | | <i>Basic/Good/Excellent/Mother tongue</i> |

Additional information

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| Website for additional job details | |
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Selection process

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| Eligibility criteria | <ul style="list-style-type: none"> - Sufficient and adequate preliminary knowledge in (H2020 and HEurope) administrative management is desirable. - Prior experience in administrative tasks is mandatory. |
| Selection process | <ul style="list-style-type: none"> - First selection based on CV and application letter. - Interviews by a panel composed of Karim Lekadir (BCN-AIM's Director) and other members from the University of Barcelona. |

Additional comments

Priority will be given to people with disabilities.
Female candidates are strongly encouraged to apply.



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Una vegada degudament complimentat l'anterior formulari, faci'ns-el arribar al correu electrònic opir@fbg.ub.edu per tal que des de l'OPIR iniciem el procés de publicació de l'oferta a EURAXESS.