



# CRA/CTA (Clinical Research Assistant/Associate)



VHIR offers a vacant position within its Academic Research Organization for a CRA to develop and manage the activities of monitoring of clinical research projects related to the "Plataforma de Soporte a la Investigación Clínica" of the Instituto de Salud Carlos III

More information can be found [\[here\]](#)

Vall d'Hebron Research Institute promotes research and biosanitary innovation. Its aim is to find and to apply solutions to people's health problems. VHIR takes a chance on disruptive research based on daily health problems arising from the hospital, with an international outlook. We transfer to society the knowledge developed in our research lines and we are one worldwide reference in clinical trials.

## JOB DESCRIPTION

### Education and qualifications:

#### Required.

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- Degree or equivalent in Health Sciences.
- Training in monitoring clinical trials.
- It is essential a very good command of Catalan and Spanish, and intermediate-high level of English, both written and spoken.

### Experience and knowledge:

- Minimum 1 year of proven experience in monitoring of clinical trials and other clinical research projects.
- Responsibility and work organizational skills.
- Independence and flexibility.
- Communication skills and teamwork.
- Availability to travel within the country.

### Main responsibilities/duties:

- Making initial, follow-up and closing monitoring visits to the participating sites.
- Preparation of the visit's reports.



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- Implementation of the established procedures (SOPs), and participation, if any, in the preparation and review of SOP in the activities involved.
- Main communicator between the sponsor and the investigator (if not together in the same person) in each site of the study.
- Support management activities of the projects in which the Unit is involved: insurance and contract management, management of adverse events, medication management and/or other materials, making of monitoring and security reports, updating project monitoring tools, monitoring and supervision of the activities carried out in the sites that are monitored.
- Preparation and maintenance of the trial master files.
- Support and assistance in the preparation and organization of researchers' meetings.
- Detection, communication and support in resolving disagreements and incidents that may arise during the course of the trial.
- Support in the management of authorizations, modifications and notifications to the Ethics Committees and competent authorities.
- Collaboration in administrative functions necessary for the proper monitoring of the projects.
- Collaboration in the design of specific materials for each trial or study.
- Registration and control of the activities for each project.
- Collaboration in the organization of workshops, seminars and/or courses established by the Unit.

## Labour conditions:

- Full-time position (associated with the project Plataforma de Unidades de Investigación Clínica y Ensayos Clínicos of the ISCIII- PT20/00078).
- Gross Annual Salary: € 22.823,22
- Temporary position linked to the project
- Immediate incorporation.

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## What can we offer?


- Skillful and social colleagues in a dynamic environment.
- Challenging tasks and a wide range of responsibilities.
- Personal training opportunities.
- Flexible working hours.
- 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 "CRA/CTA" to the following email address: [seleccio@vhir.org](mailto:seleccio@vhir.org)**

**Please check on VHIR's official website the specific dates to submit your application. After this period the vacancy will be closed.**

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