

INTERNAL / EXTERNAL CALL

The Institute

The Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau (IR Sant Pau) is a scientific foundation whose mission is to improve the health and quality of life of the population through the production and dissemination of scientific knowledge, the training of researchers at an international level, and the promotion of innovation and health by integrating medical advances into clinical practice and health policies. Established in 1992, it has been a center of excellence affiliated with the Autonomous University of Barcelona (UAB) since 2009 and has been part of the CERCA (Research Centers of Catalonia) network since 2011.

For the Foundation, it is a priority to ensure that the recruitment of the most suitable candidate to fill a job is done through an open, transparent and merit-based (OTM-R) selection process. Following these guidelines will promote the mobility of staff, the exchange of knowledge and, ultimately, the increase in the quality of teaching and research. Faithful to the commitment to the human resources strategy of the European Union, our institution's personnel selection and recruitment procedures are governed by a set of basic principles that guarantee everyone equal access to employment. Therefore, the constitutional principles of equality, merit and capacity are followed, respecting in any case the national and international regulations in force in this area, specifically the European Charter for Researchers and the Code of Conduct for the recruitment of researchers (C&C). The principles of C&C are applicable for the recruitment of any staff of the institution, regardless of their professional category. For this reason, our Foundation has obtained the recognition of "Excellence in R&D in Research" awarded to the IIB Sant Pau, since 2015.



The **Santa Creu i Sant Pau Hospital Research Institute Foundation** needs to incorporate at BIOBANK:

T4A- Junior Senior Technician (Biobank)
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About the Unit / Group:

The Sant Pau Biobank, as part of the Scientific and Technical Services Platforms, is a public, non-profit establishment authorized by the Directorate-General for Health Planning and Research of the Department of Health of the Government of Catalonia and registered in the National Registry of Biobanks of the Carlos III Health Institute (No. B.0000722) in accordance with Royal Decree 1716/2011, of November 18, which establishes the basic requirements for authorization and operation of biobanks for biomedical research purposes and for the handling of human biological samples, and regulates the operation and organization of the National Registry of Biobanks for biomedical research

Likewise, the IIB Sant Pau Biobank is part of the current National Biobanks Platform (PT20/00196), which is one of the ISCIII Platforms for Supporting R&D&I in Biomedicine and Health Sciences under the 2017–2020 Strategic Action in Health

Its mission is to obtain, process, store, manage, and make available to the scientific community human biological samples and associated data, in accordance with agreed standard operating procedures, as well as to maintain traceability of the sample and its associated data, in order to promote high-quality biomedical research, while respecting donor rights

The goal of the IIB Sant Pau Biobank is to increase the accessibility of human biological samples to requesting researchers so they can use them in their research projects, always complying with the ethical and legal requirements established by current legislation

The IIB Sant Pau Biobank acts, therefore, as a link between sample donors, healthcare personnel, and the scientific community to harmonize the rights, duties, and interests of each of these groups, with the aim of facilitating the advancement of high-quality biomedical research.

Essential requirements

- Minimum required degree: Higher Education (University Degree or Graduate Degree) or equivalent.
- Oral and written knowledge of both official languages of Catalonia. Level C in Catalan, or a commitment to acquire this level within one year.
- Intermediate level of English.
- Advanced knowledge of office software (Excel, Word, PowerPoint, etc.).

Skills will be valued

- Previous experience working in a biobank, clinical or biomedical research laboratory.
- Experience in the management and processing of human biological samples.
- Experience in nucleic acid extraction and quantification techniques.
- Experience in managing databases with clinical information
- Experience with biobank and/or biological sample and associated data management software (e.g., NorayBanks).
- Master's degree in biosciences.
- Specific training in biobanks.
- Experience in managing a laboratory.
- Experience working under quality standards (ISO 9001 or similar).

Functions

- Support the biobank coordinator in managing and supervising the activity of the IR Sant Pau Biobank.
- Register, process, and store biological samples and their associated data.
- Perform nucleic acid extractions and quantifications from various samples and tissues.
- Manage collections of human biological samples and associated data for research projects and clinical trials.
- Set up, implement, and optimize cell and molecular biology techniques according to the needs of the biobank's projects.
- Supervise and/or perform the necessary quality controls, calibrations, and maintenance.
- Ensure compliance with legal, ethical, quality, and safety regulations in the operation of the biobank.
- Maintain and implement the Quality Management System (QMS)
- Complete and maintain the data associated with the samples registered in the biobank, and contribute to the creation and maintenance of the public sample catalogue.
- Manage purchases for the biobank laboratory. Support financial coordination: control of expenses and income of the IIB Sant Pau Biobank.
- Participate in inspections and audits and apply the resulting improvement

actions.

- Any other task assigned by the Biobank Platform Manager or their designee.

Offered

- Permanent contract.
- Annual working hours: 1,627.50 hours (37.5 hours per week)
- Salary according to agreement: 29,041.75 €
- Research Group: Biobank

Documentation and deadline for submission

Interested parties should preferably deliver the documentation (1) in PDF, by e-mail to the Management of the Santa Creu i Sant Pau Hospital Research Institute Foundation, address ir_seleccio@santpau.cat, indicating the reference **2025/091**:

(1) Application letter and updated Curriculum Vitae and signed Data Processing Authorization**

At the request of the Santa Creu i Sant Pau Hospital Research Institute Foundation, the candidates must present the documentation accrediting the merits mentioned in the curriculum vitae.

Applications will be resolved within a maximum period of one month from the end of the deadline for submission of documentation. At the end of this period, without having been notified of an express resolution, the interested parties will be entitled to understand that their applications have been rejected.

Santa Creu i Sant Pau Hospital Research Institute Foundation may declare this call for applications closed if, according to its criteria, the candidates does not meet the conditions that the Institution considers necessary to fill the position.

The interpretation of the requirements and their enforceability to the candidates will be exclusive to the Santa Creu i Sant Pau Hospital Research Institute Foundation.

****It is essential to attach the duly signed data processing authorization (document attached at the end of the call) ****

**The deadline for submitting applications
will end on July 20th, 2025, at 3:00 p.m.**

Fundació Institut de Recerca de l'Hospital de la Santa Creu i Sant Pau, sited at C. Sant Quintí, 77-79, 08041, Barcelona, Tel: 93 291 90 50, NIF: G-60136934, as Data Controller and in compliance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) and the Organic Law 3/2018 of 5th of December, on the protection of personal data and the guarantee of digital rights, will treat your data with the sole purpose of developing this call. The legal basis for this treatment is the article 6.1 a, c and f from the GDPR, giving that we will ask for your consent, the treatment is necessary for the application of precontractual measures and its necessary to satisfy the legitimate interests pursued by the Data Controller.

The data will be kept during the necessary time to develop the call. Data will be treated solely by that areas and services that are allowed to in accordance with their assigned competences and functions. There will be no data cessions made unless there is a legal obligation to do so. You are entitled to exercise the rights of access, rectification, deletion, opposition, limitation and portability. In case you have any doubts, you can contact the data protection delegate at dpo_ir@santpau.cat. You also have the right to file a complaint to the relevant control authority.

PERMANENCE COMMITMENT: *Selected persons who will hold the summoned or vacant position, will not be able to apply for a new call until 1-year period has expired. In case of part-time job positions, this period will be of 6 months. In both cases, the period will compute from the date of publication of the resolution. The vacant summoned, and the ones that derive from it (intern movements), will be successively covered on the same proceeding among the submitted candidates to each particular call, regardless of whether this entails coverage of places in turns other than the call.*

Barcelona, 20/06/2025



Human Resources Departament

Santa Creu i Sant Pau Hospital Research Institute Foundation

AUTHORISATION FOR PROCESSING PERSONAL DATA

Dear candidate:

The Fundació Institut de Recerca del Hospital de la Santa Creu i Sant Pau, with CIF G-60136934 and registered office at C/ Sant Quintí, 77-79, (08024) Barcelona, as data controller, informs you that it will process your data for the following purposes:

- Receipt of applications.
- Analysis of applications in order to incorporate the worker into the team of the Fundació Institut de Recerca del Hospital de la Santa Creu i Sant Pau, for a current vacancy and for future selection processes that fit your profile.
- To carry out personnel selection processes, as well as to formalise the hiring of the employee, if applicable.
- Comply with the required legal obligations.

The legitimate basis for processing the data is based on the legitimate interest of processing this job offer, in accordance with the provisions of Article 6.1 b) of the General Data Protection Regulation, as your data are necessary for the performance of a contract, which the data subject is a party or for the implementation of pre-contractual measures at his or her request.

However, we inform you that your data (i) will only be processed by those departments or areas of the Institute which, according to their competencies and functions, have an interest in the selection of personnel, (ii) may be communicated to public authorities and organisations, in order to comply with a legal obligation, such as service providers and third parties necessary for the management and execution of the relations derived from the request made and (iii) that they will be kept for the periods foreseen for the prescription of legal responsibilities.

Finally, we inform you that you have the right to access your personal data, to rectify them, to request their deletion, to oppose their processing and to revoke your consent to this processing. In certain circumstances, you may request that we restrict the processing of your personal data, in which case we will only retain your personal data for the exercise or defence of claims. In addition, you have the right to make a complaint to the relevant data protection authority. If you have any questions about the processing of your data you can contact the Entity's Data Protection Officer by sending an email to dpo@santpau.cat.

Consent

I have been informed about the processing of my data and I consent to the processing:

☐ YES

☐ NO

Name & Surname:

Signature