

INTERNAL / EXTERNAL CALL

The Institute

The **Research Institute Foundation of the 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 international training of researchers, and the promotion of innovation and health by incorporating medical advances into clinical practice and healthcare policies. Created in 1992, it is a center of research excellence affiliated with the Autonomous University of Barcelona (UAB) since 2009 and, since 2011, a CERCA center (Research Centers of Catalonia).

For the Foundation, it is a priority to ensure that the most suitable candidate is hired to fill a job through an open, transparent and merit-based selection process (OTM-R). Following these guidelines, staff mobility, knowledge exchange and, ultimately, the increase in the quality of teaching and research will be enhanced. Faithful to our commitment to the European Union's human resources strategy, our institution's personnel selection and recruitment procedures are governed by a set of basic principles that guarantee equal access to employability for all. Therefore, the constitutional principles of equality, merit and ability are followed, respecting in all cases 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 to the recruitment of any personnel of the institution, regardless of their professional category. For this reason, our Foundation has obtained the recognition of "Excellence in R+D in Research" granted to the IIB Sant Pau, since 2015.



The **Santa Creu i Sant Pau Hospital Research Institute Foundation** needs to incorporate at the Legal Advisory Unit (private contracting):

A4 Administration Responsible

About the Unit / Group:

The Legal Advisory Unit at IR Sant Pau is responsible for supervising and supporting the Institute in all its areas to ensure proper compliance with applicable legal regulations, offering both preventive and problem-solving legal advice in all areas of public and private law (civil, commercial, administrative, labor, criminal, transparency law, LCSP, etc.).

Regarding the General Data Protection Regulation (GDPR), the unit ensures the proper processing of both internal and external data and validates the functions of the data protection officer. The legal unit is also responsible for contracting the works, services, and supplies required by the Foundation, in accordance with procedures and the Public Sector Contracts Law.

Essential requirements

- Minimum qualification required: Higher Education (Bachelor's Degree, University Degree) specific to the area to be covered
- Minimum 4 years of accredited professional experience at the area or equivalent.
- Oral and written knowledge of the two official languages of Catalonia. Level C of Catalan or, failing that, the selected candidate will have to demonstrate, or promise to obtain, within a period not exceeding one year, a correct knowledge of the two official languages in Catalonia.
- Intermediate Level of English
- Advanced knowledge of office tools (excel, word, power point, etc).

Skills will be valued

- Knowledge and minimum demonstrable experience of four years in the field of knowledge transfer and innovation, as well as legal advice, support, and monitoring of agreements and contracts in this field, license agreements, company creation (Spin-offs / Start-ups), and general civil law.
- Specialized training in intellectual and industrial property, mainly focused on the review, drafting, and negotiation of agreements and contracts for knowledge transfer and protection, research and innovation, and intellectual and industrial property license agreements.
- Previous experience in research institutions and negotiations with public and private research entities and institutions, as well as management of alliances between research institutions.

- Experience in general civil and procedural law.
- Training and/or experience in Microsoft Office tools (Word, Excel, etc.).
- Membership in ICAB or a Bar Association.
- Master's Degree in Access to the Legal Profession.

Functions

- Drafting, reviewing, and monitoring agreements, contracts, and partnerships related to the management of R&D&I projects with other public or private institutions.
- Drafting, reviewing, and monitoring industrial and intellectual property license agreements in collaboration with Innovation Technicians.
- Providing advice on initiatives related to the exploitation of research results or the creation of spin-offs.
- Drafting and reviewing corporate collaboration agreements, donations and sponsorship contracts, confidentiality agreements, R&D&I service provision contracts, scientific collaboration agreements.
- General legal advice on institutional matters and to researchers.
- Any other duties assigned by the Department Director.

Offered

- Permanent contract.
- Annual working hours: 1,627.50 hours (37.5 hours/week).
- Salary according to agreement.
- Management Group: IV, Management Officer Category, A4 Category, Legal Advisory and Labor Relations Unit.

Disability Reservation Clause:

- **Reserved positions:** In accordance with Article 42 of the Royal Legislative Decree 1/2013, of November 29, approving the revised text of the General Law on the rights of people with disabilities and their social inclusion, a minimum of 2% of the positions called will be reserved for people with a degree of disability equal to or greater than 33%, provided they pass the selection processes and prove compatibility with the functions of the position.
- **Proof of disability:** Candidates wishing to apply for this reservation must indicate this condition on their application form and provide documentation accrediting the degree of disability issued by the competent authority, as well as a medical certificate proving they are capable of performing the essential tasks of the position with the necessary adaptations.
- **Adaptations and accessibility measures:** Candidates with disabilities may request reasonable time and resource accommodations to complete the selection tests. This request must be submitted with the participation documents and must specify the required accommodations, accompanied by a supporting technical report.
- **Assignment of positions and accumulation:** If the reserved position for people with disabilities is not filled due to a lack of eligible candidates who meet the requirements and pass the selection process, it will be added to the general call positions.
- **Commitment to inclusion:** IR Sant Pau is committed to ensuring equal opportunities, non-discrimination, and the effective inclusion of people with disabilities, adopting the necessary measures to guarantee universal accessibility and workplace adaptation, if applicable.
- **Accumulation of positions:** If the reserved positions for people with disabilities are not filled, they will be added to the general call positions, in accordance with Article 42 of Royal Legislative Decree 1/2013, of November 29.

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 **2025/098**:

(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 18th 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, 04/07/2025



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