

# OTM-R Policy for FIBHULP-IdiPAZ

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## 1. ADEQUACY OF JOB OFFERS.

The purpose of this document is to collect, in a systematized and summarized way, the main characteristics that a job offer and the corresponding selection process should have, in order to meet the requirements of open, transparent and merit-based recruitment (OTM-R), advocated by the HRS4R seal. The Foundation for Biomedical Research of Hospital Universitario La Paz (IdiPAZ) already meets some of the requirements, although this document contributes to order them, constituting a quick and useful guide.

### A. JOB POSTING

- Publication in international websites (Euraxess)
- IdiPAZ job offers' web page.
- Other employment websites (Madri+D, ISCIII etc.)

### B. CHARACTERISTICS OF THE OFFER

- Describe the profile and title of the position offered and the number of positions offered.
- Unit that publishes the offer: department, area or research group.
- The research project or projects that finance it the contract must be mentioned.
- Professional category offered.
- Description of tasks to be performed by the candidate, in the event that it includes teaching, it must include the subject in which he/she is going to teach.
- Indicate, if possible, whether it is full-time, or the number of hours stipulated in the contract.
- Field of research in which the candidate's research will be developed.
- Language in which the work is to be performed and expected start date.
- Candidate selection criteria.
- Working conditions offered: type of contract, gross annual salary range, working hours, expected duration in months, place of work, special conditions of the position.
- Indications on the procedure for sending the application, which must be sent electronically.
- Final date of admission of applications, which should be, as a general rule, at least 10 working days from the publication of the offer or indicate whether the offer will be open until the desired candidate is found.
- Contact details of the researcher responsible for the offer (or whoever he/she delegates) for inquiries and clarifications about the offer (email address and telephone number).

### C. DATA THAT THE CANDIDATE CAN VOLUNTARILY INDICATE IN THE MAIL WITH HIS/HER CANDIDACY.

- Justification of career jumps.
- Belonging to disadvantaged groups.

### D. OTHER INFORMATION THAT MUST BE INCLUDED IN THE OFFER, BUT MAY BE AVAILABLE IN HYPERLINKS.

- Critical and recommended skills for the position offered.
- [Scale to be followed to establish the priority of the candidates](#) (varies according to the offer)
- [Composition of the selection committee, which does not have to be nominal candidates](#) (varies according to the offer).
- [Link to labor rights](#)
- [Information on professional development opportunities within the organization.](#)
- Information about the selection process.
- Explicit reference to OTM-R policy

- [Explicit reference to equal opportunity policies](#)
- [Explicit reference to the protection of personal data](#)
- [Mechanisms established to appeal the decision on the selection of a candidate](#)

## 2. ADAPTATION OF THE EVALUATION COMMITTEES TO OTMR

The selection committees shall be composed of:

- A minimum of three persons: one chairman and two other members. An substitute must also be appointed. One of the members should not be involved in research and should also act as a secretary.
- Committees should bring together members with varying levels of experience and expertise.
- The possibility of using different selection practices, such as personal interviews, should be incorporated.
- Members of selection committees should be adequately trained to avoid potential bias.
- They should respect gender equality and preferably include at least one third of the underrepresented gender.
- For specific cases, the opinion of an external expert from outside the organization may be sought.

## 3. OTHER COMMENTS

- A time limit should be established to compensate for those cases in which documentation is missing.
- Subjective parameters should also be considered during the evaluation, such as potentially valuable contribution that the researchers has acquired during his/her career, towards a multidimensional career path, such as career breaks or chronological variations in curricula vitae, etc.

## **SENIOR POSTDOCTORAL FELLOW PEDIATRIC CANCER**

### **Who are we?**

The IdiPAZ Health Research Institute is the result of a partnership between the Hospital Universitario La Paz, the Universidad Autónoma de Madrid, the Healthcare Advisory Council of the Community of Madrid and the Foundation for Biomedical Research of Hospital Universitario La Paz, which will be the managing body of the Institute. This strategic alliance has made it possible to tackle research projects through joint multidisciplinary teams belonging to these institutions, making the most of the human and material resources available to these entities for research and promoting research fundraising.

In 2021, the scientific production of IdiPAZ included more than 1,600 publications (articles, editorials, letters, reviews, etc), 43% of the publications being our own documents. Original research and review articles by IdiPAZ researchers exceeded 1,200, more than 45% in the first quartile and more than 16% were published in journals of the first decile. Researchers from our institute have shown their participation in national and international scientific networks, with more than 81% of the total number of papers published in collaboration (81.3%). As for collaborative publications, almost 56% were national collaborations and 45% were international collaborations.

Since our formal incorporation as an Institute in 2009, we have been implementing measures and actions of particular importance that have laid the foundations for a new organizational culture based on equality, diversity and non-discrimination. Our values are aligned with the Sustainable Development Goals, the 2030 Agenda and the Corporate Social Responsibility policy of the Hospital Universitario La Paz, within whose scope the Foundation is included. This commitment leads to all workers being involved in a common project that ensures continuous improvement in our institution, in this line, the Institute / Foundation is certified in ISO 9001:2015 and UNE 166002:2021.

### **Research group**

The research group that the selected person will join is the Translational Research in Childhood Cancer, Hematopoietic Transplantation and Cell Therapy, directed by Dr. Antonio Pérez Martínez, Specialist in Pediatrics, Oncology and Hematology. Its research program focuses on the molecular and immunological characterization of childhood cancer; the development of cell therapies, mainly through the susceptibility of tumor cells to Natural Killer cells; and the optimization of hematopoietic progenitor transplantation.

For more information about the group visit the following link:

<https://www.idipaz.es/PaginaDinamica.aspx?IdPag=95&Lang=ES>

### **Who are we looking for?**

We are seeking a highly motivated senior postdoctoral fellow to work in pediatric cancer. The candidate will join a multidisciplinary translational group consisting of clinicians, oncologists, researchers

and geneticists working to find cures and treatments for pediatric cancer patients. The team is led by Dr. Antonio Pérez Martínez of the Translational Research Group in Pediatric Oncology, Hematopoietic Transplantation and Cell Therapy at IdiPAZ.

## **Candidate requirements**

### **Critical skills**

- PHD in Life Sciences.
- Several years of postdoctoral experience in national and international centers.
- High level of English.

### **Recommended skills**

- Accreditation to work with laboratory animals (murine models) C/D Training
- Experience in animal models for the analysis of tumorigenesis.
- Experience in cell culture with commercial and primary cell lines.
- Experience in the development of organoids derived from fresh tissues.
- Experience in flow cytometry, immunofluorescence and western blot techniques.
- Experience in design and development of experiments to test new drugs in vitro and in vivo.
- Experience in molecular biology techniques.
- Bulk RNAseq, single cell RNAseq, WES sequencing analysis.
- Experience in project writing and management.
- High organizational skills.
- Excellent interpersonal skills, initiative and ability to work both independently and within a multidisciplinary team.

## **What functions will be performed?**

The duties involved in the position consist of:

- Development of in vivo models to test novel advanced cell therapies for the treatment of relapsed/refractory pediatric tumors.
- To provide technical and scientific support to the research lines in advanced cellular therapies for solid tumors with immunotherapy with CAR T, CAR NK or NK cells.
- Scientific support to the laboratory.
- Writing of projects, abstracts for conferences, reports to our funding, organization and coordination of the laboratory.
- Attend lab meetings and other meetings organized by the lab.

The working conditions offered are:

### **Working conditions**

- Indefinite-term employment contract for scientific and technical activities.
- Professional category of Assistant Researcher, Group I, Area I, according to the collective bargaining agreement.
- Full time of 37.5 hours per week.
- Gross annual salary: €34,000.
- Private matters: 6 working days per year.
- Vacation: 22 working days per year.
- December 24 and 31 are non-business days.

### **Incorporation and place of work**

- Contract start date: January 1, 2023.
- Place of work: Foundation/IdiPAZ

### **Documentation to be submitted by each candidate:**

- Updated curriculum vitae.
- Document certifying academic qualifications.
- Voluntarily inform if you belong to a disadvantaged group or justify any possible career leaps.

### **Documents of interest to the candidate:**

- [Collective Bargaining Agreement of the Group of Companies of the Biomedical Research Foundations of the Health Institutions attached to the Madrid Health Service \(SERMAS\).](#)
- [Scales to be used to evaluate the](#) applications (varies according to the offer)
- [Professional development opportunities within the institution:](#)
- OTM-R Policy \_
- [IdiPAZ equal opportunity policies](#)
- [Data Protection Manual](#)

### **Selection process**

Once candidates send their application to the IdiPAZ email address, their applications are stored until the deadline for receipt of applications for the offer is up. The HR department of IdiPAZ will make a first selection of applications selecting those who meet the criteria required in the offer. The selected applications are then evaluated by the selection committee, which will apply the scales described in each

call for applications. Once the candidate is selected, he/she will be contacted by the HR department of IdiPAZ to provide the required documentation.

### **Resources**

In IdiPAZ we provide the applicant for the job offered a channel in which to file a complaint or suggestion regarding the job offers published through this [form](#).

Contact information: María Quintanar Jaime [departamentopersonal@idipaz.es](mailto:departamentopersonal@idipaz.es)

Ángela Hernández Valladares [recursoshumanos@idipaz.es](mailto:recursoshumanos@idipaz.es)