

Competition for research posts  
**Examinations for the post of Researcher**

**COMPETITION: PI 14011**

**COMPETITION CONDITIONS:**

1. Regulations

The competition is subject to the following regulations:

- Organic Law 6/2001, 21 December, regarding Universities, modified by Organic Law 4/2007, 12 April.
- Law 1/2003, 19 February, regarding the universities of Catalonia.
- Decree 202/203, 23 August, of the Catalan Government's Department of Universities, Research and Information Society, which approved the Statute of the URV, modified by Government agreement GOV/23/2012.
- The Regulations governing the contracting of research personnel to provide work or service in the execution of specific technical or research projects approved by the Governing Council on 08 July 2005 and subsequently amended.
- The collective agreement for the teaching and research staff of the Catalan public universities, 10 October 2006 (Official Journal of the Catalan Government, 14/02/2007)

2. Job description

- Department: Chemical Engineering
  - Entity/category/scale: Researcher
  - Research project / Work or Service: Smart Nano-objects for Alteration of Lipid-bilayers
  - Project code: 608184 -SNAL
- Description of the tasks to be executed:
- Management of EU-funded project SNAL,
  - Project coordination activities and administration of the consortium.
  - Contact with project partners, research labs and companies
  - Help in writing grant proposals
  - Participation in research and outreach activities of the project.
- Location: DEQ

3. Characteristics of the contract

- Research staff
- Specific works or service contract linked to the execution of a specific technical or research project.
- Duration of contract: 1 year
- Full/Part Time: Full Time (37.5 hours/week)
- Salary in accordance with the collective agreement for the teaching and research staff of the Catalan public universities (Official Journal of the Catalan Government, 14/02/2007).

4. Candidate requirements

a) General requirements

- Be 18 years old or over and will not have reached retirement age.
- Not have any defect or disease that would prevent him/her from carrying out the job normally.
- Not have been dismissed from the service of any of the public administrations through disciplinary action, or be unable to carry out public service.
- Not be disqualified from entering the public service through incompatibility, as defined by Law 53/1984, 26 December, regarding staff incompatibilities in the public administrations.

b) Specific requirements:

- Possess a doctoral degree or equivalent

The candidates must satisfy these requirements at the latest by the last day of the period for presenting applications.

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c) Merits:

- PhD degree in Physical Chemistry, Chemical Engineering, Physics, Biology or Chemistry.
- Management and good communication skills.
- Previous experience in project management and group coordination.
- English language at negotiation level is required.

5. Application forms

5.1 Anyone wishing to participate in this competition and who meets the requirements to do so must present the corresponding application form by means of the model that can be found on the URV's website: '[Convocatòries de Personal Investigador Contractat](#)'.

Application forms must be presented to the auxiliary registry at the Central Services, building N5 of the URV (C/ Marcel·lí Domingo, 2-4-6, post code 43007, Tarragona) between 11.00 and 13.00 Monday to Friday.

They may also be presented to any other auxiliary registry or the General Registry of the URV. The location and opening hours of the auxiliary registries and General Registries of the URV can be found at <https://seuelectronica.urv.cat/registre.html>.

According to article 38 of Law 30/1992, 26 November, regarding the legal system governing the public administrations and common administrative procedure, documentation can also be submitted to:

- The registries of any administrative body that belongs to the General Administration of the Spanish State or to any administrative body of the autonomous communities of Spain.
- Any office of the Spanish Postal Service, in the manner established by the regulations. If the documentation is sent by certified post, the documentation must be presented at the corresponding office of the Spanish Postal Service in accordance with article 31 of Royal Decree 1829/1999, of 3 December, in an open envelope so that the application, letter or communication addressed to the URV can be dated and stamped before the it is certified. If the application is not dated and stamped by the corresponding office of the Spanish Postal Service, the date on which the application arrives at the registry of the URV will be regarded as the date on which it has been submitted.
- The diplomatic representations or the consular offices of the Spanish state abroad.

If the applicant submits the documentation by one of these additional means, he/she must communicate this within the application period by means of telex, telegram or fax to the Human Resources Service of the URV, C/ Marcel·lí Domingo, 2-4-6, post code 43007, Tarragona (Spain), fax: +34 977297032.

Deadline for applications: **25 March 2014**

5.2 The application form must be accompanied by:

- Photocopy of the DNI/NIE or Passport
- Photocopy of the candidate's doctoral degree certificate
- Curriculum vitae detailing the candidate's research and professional history, accompanied by the necessary accrediting documentation.

Merits that are not accompanied by accrediting documentation will not be taken into account.

The candidate's working history can be accredited by job contracts, certificates issued by the relevant company, an employment record, etc.

6. Admission of candidates

Once the deadline for presenting applications has expired, a provisional list of candidates who have been admitted and excluded will be published on the URV's website: '[Convocatòries de Personal Investigador Contractat](#)'.

Within 10 calendar days, applicants can amend their application or, if appropriate, present their arguments to the Vice-Rector for Teaching and Research Staff.

Once the deadline described above has expired, the definitive list of candidates who have been excluded and admitted will be published at the same address as the provisional list.

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The Administration of the University can at any time amend, at its own initiative or by request, the material errors that may have been made during the procedure.

7. Commissions

1. Composition.

President: Dr. Vladimir Baulin  
Secretary: Dr. Francisco Medina  
Commission member: Dr. Allan Mackie

8. Selection procedure

The selection committee will judge and evaluate the curriculum vitae provided by admitted candidates. The committee members may decide to interview candidates in person to justify which candidate is the most suitable for the post. The committee shall draft a reasoned report on the merits of each candidate and a proposal addressed to the rector.

9. Proposed candidates

Once the candidates have been evaluated, the committee will provide the rector of the University with a list, which will be binding, of all the candidates who have passed the selection process. The candidates will be listed in order of preference. The position may also be declared unfilled.

If the committee's proposal is not unanimous, the dissenting committee member will record his or her own evaluation and order of preference of the candidates he or she has evaluated favourably.

In view of the committee's proposal, the rector will announce the decisions, naming a candidate for each vacancy in the order proposed by the committee until all vacancies have been filled.

10. Contracting

From the day after the publication of the rector's decision, candidates have 2 days to present the documents required before the contract can be signed to the Human Resources Service.

Should the candidate renounce the post or not sign the contract, the rector will appoint the next candidate in order of preference from the previously published list of candidates.

If the candidate is from a non-European Union country, he/she must comply with the necessary legal requirements in order to be contracted and registered with the Social Security System.

Under no circumstances may the candidate start work before he/she is registered with the Social Security System.

11. Complaints procedure

The interested parties can lodge an administrative appeal against this competition and its conditions with the Administrative Court in Tarragona within two months, counting from the day after the competition has been published. Prior to this administrative appeal, an appeal for reversal can also be made to the rector within one month of the day after the competition has been published.

Likewise, the interested parties can lodge an appeal with the rector of the URV against the administrative acts that may result from the actions of the commission. This appeal may be lodged within one month of the notification or publication of these acts. If no response has been given after three months, the appeal may be understood to have been dismissed by the university, which is not required to issue any specific resolution relating to the appeal. In this case, an administrative appeal can be lodged with the Administrative Court in Tarragona within six months from the day that the appeal to the rector is understood to have been dismissed. If a resolution is issued regarding the appeal lodged with the rector, the period for lodging an administrative appeal will be two months from the day that this resolution is issued.

Likewise, the interested parties may lodge any other appeal they deem appropriate for the defence of their interests.