

CLINICAL DOCUMENTER

(Ref. 2409 - TÍO)

The Fundació IMIM and the Rheumatology Department at Hospital del Mar are seeking a **Clinical Documenter** to join our team within the Cellular Inflammation and Cartilage Research Group. The selected candidate will provide essential support to our research projects, including clinical trials and patient registries.

The Cellular Research Group on Inflammation and Cartilage led by Dr. Jordi Monfort has a strong multidisciplinary nature, in order to carry out quality translational research. The group's research focuses on rheumatic diseases, mainly immune-mediated diseases (such as systemic erythematosus lupus, rheumatoid arthritis or scleroderma), osteoarthritis and fibromyalgia. Its main life motive is to achieve Personalized Precision Medicine in these disease by describing predictive models that improve the monitoring and treatment of patients; as well as participate in studies about treatment efficacy.

The group is part of the research net of the Hospital del Mar Medical Research Institute Foundation (FIMIM) located in the Barcelona Biomedical Research Park, forming part of an international community of resident scientists with access to a wide range of cutting-edge scientific and technical services.

More information at <https://www.imim.es/programesrecerca/rct/recercacel.html>

WE OFFER:

- Collaborative Work Environment: Opportunity to work in a dynamic and collaborative environment with professionals from various disciplines.
- Professional Development: Opportunities for continuous training and professional growth.
- Participation in Innovative Projects: Involvement in pioneering and high-impact research projects in the field of rheumatic diseases.
- Half-time permanent contract, starting on the last trimester of 2024, with a gross salary in the range of 8.000-10.000 €/year (20 hours/week), according to candidate's academic background, and relevant experience.
- Flexibility measures, contemplated in the labour regulations of the FIMIM (teleworking, flexible working hours...)

Candidate person requirements:

- ✓ Academic background: Technician in Health Documentation and Administration, or related.
- ✓ Experience: Previous experience in data collection and management in a clinical research setting is preferred.
- ✓ Technical Skills: Proficiency in using databases (Access, Excel, RedCap).
- ✓ Competencies: Attention to detail, teamwork, organizational and communication skills.
- ✓ Languages: Advanced level of Spanish/Catalan and good command of English.

Main Responsibilities

- Clinical Record Review: Conduct review and data collection from patient clinical records for research projects.
- Patient Registry Management: Accurately collect and organize data from patient registries.
- Support in Clinical Trials: Assist in the collection and organization of data required for clinical trials.
- Data Cleaning: Support the cleaning and validation of data within the databases managed by the research group.
- Preliminary Descriptive Analysis: Perform preliminary descriptive analyses of study populations to provide an overview of collected data.
- Multidisciplinary Collaboration: Work closely with researchers, clinicians, and other team members to ensure data quality and accuracy.

Those interested in this offer must apply via e-mail to ltio@researchmar.net indicating the job reference in the subject. The application must include:

- A motivation letter.
- A recent resume.
- Two letters of recommendation or 2 work/academic references (with full address, e-mail and work telephone number).

Deadline for submitting CVs: 31/07/2024