

PUBLIC CALL FOR EMPLOYMENT

RESOLUTION OF THE MANAGEMENT OF THE INSTITUTO DE INVESTIGACIÓN SANITARIA DE CASTILLA-LA MANCHA (IDISCAM) | FUNDACIÓN DEL HOSPITAL NACIONAL DE PARAPLÉJICOS PARA LA INVESTIGACIÓN Y LA INTEGRACIÓN FOR THE TEMPORARY RECRUITMENT OF PERSONNEL under the 'INVESTIGO PROGRAMME', CO-FINANCED BY THE EUROPEAN SOCIAL FUND PLUS (ESF+) of Castilla-La Mancha 2021-2027, with a co-financing rate of 85 % of the total eligible costs.

Job title: SUPPORT PERSONNEL

Number of positions to be filled: 1

Job reference: **2025_INVESTIGO_06**

Place of work: Hospital Nacional de Paraplégicos

Deadline for submission of applications: 5 working days from the day following the publication of the call for applications on the Foundation's website.

In Toledo, on 5 September 2025

The Instituto de Investigación Sanitaria de Castilla-La Mancha (IDISCAM) | Fundación del Hospital Nacional de Paraplégicos para la Investigación y la Integración de Castilla-La Mancha, a non-profit entity, with its own legal personality, belonging to the Public Sector of the Junta de Comunidades de Castilla-La Mancha, and full capacity to act and under the tutelage of its Board of Trustees, whose objective is the management of means and resources at the service of the execution of clinical research programs and projects, basic or applied research, technological development and innovation in the field of Biomedicine and Health Sciences to contribute to the promotion and protection of the health of the population and to the progress and improvement of the National Health System, on the basis of the reasons of necessity set out in the following paragraph.

RESOLVES

To convene a selection process for the recruitment of a SPECIALIST TECHNICIAN (C1) - SUPPORT PERSONNEL in the Extracellular Vesicles Unit - SAI-HNP Research Support Services, led by Dra. Virginia Vila del Sol, on a competitive basis, of the Instituto de Investigación Sanitaria de Castilla-La Mancha (IDISCAM) | Fundación del Hospital Nacional de Paraplégicos, charged to the research line 'INVESTIGO PROGRAMME 2025', priority area of intervention (Horizonte Europa/S3) 'HEALTH: Health Care Systems' and charged to the funds available in the project PINVE-00-0024/2025 through a merit-based competition system, as foreseen in these conditions.

1. TERMS OF THE EMPLOYMENT CONTRACT:

- **Legal Regime:** Contracting under labor law
- **Contract type:** Temporary contract. Duration of contract 12 months. Estimated date of incorporation between 22 and 30 September 2025.
- **Trial period:** Established by law for contract type.
- **Workday:** 35 hours/week (100% dedication)
- **Work location:** Hospital Nacional de Paraplégicos
- **Gross remuneration:** 1.493,71 euros/gross/month (pro-rated extraordinary payments)

The conclusion of the contract will be subject to compliance by the selected person with the requirements demanded by current labour legislation. In case of non-compliance with the requirements, the next person with the highest score will be contacted.

2. FUNCTIONS:

The main functions and tasks to be carried out within the research project will be, among others:

- Commissioning, operation, calibration and maintenance of service equipment.
- Receiving samples and preparing them according to the procedure, as well as storing, controlling and filing samples using correct conservation protocols.
- Carrying out control and inventory of the laboratory's consumables and inventoriable material.

- Isolation/enrichment of EVs by molecular exclusion chromatography, ultracentrifugation and gradient ultracentrifugation techniques.
- Staining and characterisation of EVs by flow cytometry.
- Characterisation of the protein charge by western-blot.
- Collaboration in the development of staining and characterisation protocols for EVs using ExoView technology.
- Collaboration in the development of protocols for the isolation of EVs by flow cytometry.
- Collaboration in the development of protocols for the determination of metabolites by mass spectrometry.
- Collaboration in the establishment and maintenance of a Quality Management System in the laboratory, as well as in the drafting of standardised work protocols.

3. REQUIREMENTS TO PARTICIPATE IN THE CALL FOR APPLICATIONS

General requirements:

- Have Spanish nationality or work permit, or any other nationality that allows access to public sector employment. In case of not having this nationality and being selected, the contract will not be formalized until the corresponding documentation is in order. If this procedure is not completed within the period established by the IDISCAM | Foundation's Management, the selected person will not be hired. In this case, the position will be vacant or the next person with the highest score will be hired.
- Have the functional capacity necessary for the performance of the tasks or functions corresponding to the position for which the call is made.
- Be at least 16 years of age and not exceed, where applicable, the maximum age of compulsory retirement or such other age as may be established by law.
- Not to have been separated, by means of disciplinary proceedings, from the service of any of the Public Administrations or of the constitutional or statutory bodies of the Autonomous Communities, nor to be in absolute or special disqualification for public jobs or positions by judicial resolution, for access to the body or scale of civil servant, or to perform functions similar to those performed in the case of labor personnel, in which

he/she had been separated or disqualified. In the case of being a national of another State, not being disqualified or in an equivalent situation or having been subjected to disciplinary or equivalent sanction that prevents, in his State, in the same terms the access to the public employee.

- Not having been dismissed disciplinarily or by virtue of an objective dismissal from the Instituto de Investigación Sanitaria de Castilla-La Mancha (IDISCAM) | Fundación del Hospital Nacional de Paraplégicos, except if the same has been declared null and void or unjustified. Exclusion will not be made if more than three years have elapsed from the date of dismissal to the date of publication of the terms and conditions of the call for applications.
- Comply with the contractual requirements in accordance with current legislation on work permits or any other that replaces it.
- Not having had an employment relationship with the Instituto de Investigación Sanitaria de Castilla-La Mancha (IDISCAM) | Fundación del Hospital Nacional de Paraplégicos terminated in the three years prior to the date of publication of this call for employment due to failure to pass the probationary period.

Requirements of the position offered:

- **Qualification:** Higher Vocational Training Cycle in Clinical and Biomedical Laboratories.
- Requirements for candidates according to the call for applications:
- ✓ **Must be between 16 and 29 years of age at the time of commencement of the employment relationship.**
- ✓ **They must be unemployed and registered as job seekers in the Emplea offices of Castilla-La Mancha, prior to being hired. In the case of being selected, the candidate must provide such proof at the time of the selection decision.**

Any application that does not present supporting documentation of the fulfillment of the requirements will not be valued. The original documentation will be presented only by the selected person.

Candidates who do not meet the general requirements and those of the position offered at the date of the deadline for submission of applications will not be considered.

Candidates with degrees obtained abroad must prove that they are in possession of the corresponding homologation credential or the corresponding certificate of equivalence.

4. PRESENTATION OF APPLICATIONS

Those interested in participating in the selection process must send the following documentation in a single file through the Foundation's website, in the section corresponding to the job offer:

<https://fhnp.es/ofertas-de-empleo/>

- Cover letter (express mention of the reference of the offer).
- Curriculum Vitae of the candidate (include mobile phone number and contact e-mail).
- Academic qualifications. To be in possession of the qualification required in the specific requirements of the call for applications, or proof of having paid the fees for its issue as the only valid supporting document in addition to the official qualification.
- Photocopy of ID card or legally accredited document.
- Employment report issued by the Social Security, as well as the contracts showing the position held or, failing this, a certificate of functions from the company that accredits the minimum professional experience required, as well as that which will be assessed as additional merits.
- Documentation accrediting the merits described in the assessment of merits.
- If applicable, documentation accrediting functional diversity equal to or greater than 33%.

The merits presented must be possessed on the date of the deadline for the presentation of applications and must be accredited in order to be valued. No merit that has not been accredited

with the contribution of the corresponding documentation within the established term will be evaluated.

Participation in the selection process implies the acceptance of these rules by the candidate.

The candidate will be bound to the data included in the application, thus recognizing the truthfulness and accuracy of the documentation submitted in the application. Any falsification of documents or merits will lead to automatic expulsion from the process.

5. EVALUATION PANEL

The Evaluation Tribunal will be composed of:

- Presidency: : IP/Service Manager
- Vocal: IDISCAM Human Resources | Foundation
- Secretariat: IDISCAM Human Resources | Foundation

6. SELECTIVE PROCESS

The selection process will consist of one phase:

- **Evaluation of merits (10 points): in this phase, an evaluation of the merits and the requirements established in the call for applications will be carried out by the selection board.**

MERIT ASSESSMENT	Maximum score per item
Match between the candidate's academic background and the research project of this call*.	Up to 3 points
Be in possession of the specific qualification requested in the call for applications.	Up to 2 points

Assessment of the merits accredited by the candidates in their Curriculum Vitae.	Up to 4 points
Other requirements as determined by the court.	Up to 1 point

*El Contrato está asociado al proyecto “Mejora y ampliación de la cartera de servicios de la Unidad de Vesículas Extracelulares del Hospital Nacional de Parapléjicos”.

In the event of a tie among the candidates, the following order shall be followed:

- 1º The candidate who has obtained the highest score in the merit sections.
- 2º In case of continuing and that the persons were of different sex, the tie will be resolved in favour of the sex that is underrepresented within the company.

The resolution of this call for the hiring of personnel is subject to prior authorization by the Ministry of Finance and Public Administrations of the Regional Government of Castilla-La Mancha.

The recruitment of research/technical personnel carried out by the IDISCAM | Foundation will follow the principles of the OTMR policy established in the European Charter for Researchers: Transparent, open and merit-based recruitment. (Available at: <https://hnparaplejicos.sanidad.castillalamancha.es/es/fundacion-hnp/hrs4r>).

The recruitment of research/technical personnel carried out by the IDISCAM | Foundation is in accordance with the Equality Plan of the entity (Available at: <https://hnparaplejicos.sanidad.castillalamancha.es/es/fundacion-hnp/plan-de-igualdad>).

The IDISCAM | Foundation, for duly motivated reasons of interest to the entity, may withdraw at any time from the resolution of this call.

7. RESOLUTION OF THE CALL FOR APPLICATIONS

The Human Resources Department of IDISCAM | Foundation will contact the candidate to inform him/her of the result of the selection process within a maximum period of 5 working days from the publication of the decision.

The call for applications may be declared void if the evaluation committee considers that none of the candidates meets the requirements of the position.

The gross salary of this job offer has been established through the salary table established by the IDISCAM | Foundation or in the salary table of the call for proposals that subsidizes the contract.

8. ADVERTISING FINANCING

This contract is co-financed by the European Social Fund Plus (ESF+) Programme of Castilla-La Mancha 2021-2027, with a co-financing rate of 85 % of the total eligible costs.

9. DATA PROTECTION

All applications received in connection with job offers will be processed by the IDISCAM | Foundation for the purpose of selecting the most suitable candidate and in compliance with the public interest (art 6.1 e of EU regulation 2016/679) which provides for the legally established transfer of data to public control bodies, audits and other public bodies; and the right of the applicant to request access, rectify and cancel data from their application when they consider by contacting the contact address of the offer. By submitting an application, the interested party gives his/her consent to the processing of his/her personal data for the purpose of participating in the selection process and for sending/receiving communications related to the same.



The purpose of the data processing is the management of the candidacy, carrying out the selective process and any other derived from the selective process.

Interested persons may exercise their right of access, rectification, deletion, limitation and opposition by means of a written request, accompanied by a photocopy of the ID card or equivalent document, by e-mail to rrhh.fhnp@sescam.jccm.es indicating in the subject DATA PROTECTION SELECTIVE PROCESS.

Fdo. : Manuel Sánchez de la Torre
Director of the Foundation

ANNEX I. ACCREDITATION OF MERITS

Time of service worked: the accreditation of the time of service worked will be made with the presentation of the certificate of labor life of the General Treasury of the Social Security. In order to accredit that the services have been rendered in positions with analogous functions, a certificate of functions issued by the hiring company or, failing that, the employment contract if it includes such functions, together with the indication of the professional category, must be submitted.

Internships: the accreditation of internships will be done through a certificate from the institution indicating the number of hours and functions performed.

University Degrees: the accreditation of degrees, bachelor's degrees, master's degrees or doctorates will be done through the presentation of the official degree.

Courses: the accreditation of courses will be done through the presentation of the certification issued by the entity where the course was given. Said certification must state the number of teaching hours of the course.

Publications: the accreditation of the publications made will be done through the presentation of a copy of the first page of the article. If such page does not include the reference to the journal and its number, those copies that include such information must be submitted.

Languages: the accreditation of languages will be done through the official certificates issued.

Functional diversity or special conditions: supporting documentation.

Accreditation of knowledge: certificate issued by the company or entity where such knowledge was acquired.