

UPMC Italy

is issuing a call for application for the following *fixed-term* position with a partial weekly commitment:

1 Project Assistant (Ref. PA/19)

UPMC (University of Pittsburgh Medical Center) is a world-renowned health and research enterprise headquartered in Pittsburgh, Pennsylvania, U.S. A \$19 billion company with 85,000 employees, UPMC is inventing new models of patient-centered, cost-effective, accountable care. With over one thousand employees and offices in Campania, Lazio, Sicily, and Tuscany, UPMC Italy (the Italian division of UPMC) is a leader in patient care, biomedical research, telemedicine, IT development and consulting services in areas related to medicine and research. UPMC Italy's clinical and scientific activity mainly focuses on transplantation and oncology, and also in other specialties: from emergency medicine to neurosurgery, from preventive medicine to cardiac surgery.

Under the responsibility of the scientific coordinator of the project "SERVICE FOR EARLY DETECTION OF SKIN CANCER – EITDigital", the selected candidate will support the project's research activity and carry out administrative support and data management tasks in compliance with the quality policies, the study protocol, and the established deadlines.

The Project Assistant will work with different professional roles involved in the study, supporting the data collection process necessary to conduct the clinical trials.

The ideal candidate possesses the following requisites:

- Technical secondary school diploma (computer and telecommunications).
- Knowledge of statistical software for data analysis and of computer applications used to file and store clinical data.
- Knowledge of the main principles of research methodology, statistical analysis techniques, and ability to select the best data analysis methods to accomplish the set goals.
- Basic knowledge of English and main computer applications.
- Programming language course certifications.

Other requisites: Confidentiality, planning capabilities, work management, and goal oriented.

Workplace: **Rome**.

UPMC Italy reserves any and wider sole right of discretion in assessing the applicants and the eligibility of the applications.

Only applicants who are not excluded under the provisions articulated in Legislative decree 165/2001, Art. 53, para. 16-ter, and subsequent modifications and amendments, can participate in this selection (General Rules Governing the Work of Public Administrations - <http://www.upmcitaly.it/wp-content/uploads/2017/01/Art-ENG.pdf>).

After reading the privacy statement and authorizing the processing of their personal data (Legislative decree 196/2003), applicants of either sex (Law 903/77) are requested to fill out the on-line application form, indicating the reference code, available at <http://selezioni.upmcitaly.it/?lang=en>. When filling out the on-line application form, applicants will be requested to attach their CV.

All communications from UPMC Italy will be e-mailed to the address given by the applicant upon submission of the application.

The deadline to submit applications is **March 15 2019**.

Only applications submitted on-line (<http://selezioni.upmcitaly.it/?lang=en>) with an attached CV will be taken into consideration.

Personal data included in the CVs will be processed by UPMC Italy in its role of data controller, for selections for this or other similar positions. Applicants are requested not to include special categories of personal data (e.g., health status), unless strictly necessary. Detailed information also with reference to data storage times and rights recognized under EU Regulation 2016/679, are available at <http://www.upmcitaly.it/en/> in the "Work With Us" section.