

## **IRCCS ISMETT**

is issuing a call for applications for the following position:

### **Data Manager (Ref. DM/20)**

ISMETT (Istituto Mediterraneo per i Trapianti e le Terapie ad Alta Specializzazione) is one of the most state-of-the-art and technologically-advanced medical centers in Italy, managed by UPMC (University of Pittsburgh Medical Center) in partnership with Civico Hospital and the Ri.MED Foundation. The Italian Ministry of Health has acknowledged ISMETT as a government-approved research hospital or Istituto di Ricovero e Cura a Carattere Scientifico (IRCCS) in the area of "End-stage organ failure treatment and research".

In the scope of its ongoing clinical research projects, IRCCS ISMETT is issuing a call for applications for the selection of a Data Manager.

The selected candidate will manage clinical studies according to the indications of the IRCCS ISMETT Research Office and in collaboration with the scientific directors of the individual clinical research projects. He/she will collect, analyze, and assess from a technical-scientific standpoint the clinical and experimental data referring to the finalization of research projects. The duration of the contracts is subject to that of the various activated clinical research projects.

All candidates will be expected to possess the following requisites and preferred qualifications at the time of their application.

#### **Requisites:**

- Master's degree in the field of sciences (by way of example and not of limitation: biology, chemistry, pharmacy, industrial pharmacy, and statistics). Please indicate the final mark in the on-line form.
- At least one year of documented working experience in a similar role.

#### **Preferred qualifications:**

- Ph.D. and/or postgraduate school degree on topics related to the position.
- Master and/or training certifications in areas related to the position.
- Scientific publications (in the CV, for each publication specify if first author, last author, or corresponding author).
- Participation in conferences on topics related to the position (in the CV specify participation as speaker/poster author at national/international conferences).

Knowledge of clinical trial guidelines and regulations, English proficiency, knowledge of main MS-Office application, strong motivation, flexibility, stress management, problem-solving skills, and good communication and teamwork skills are also instrumental to the role.

**The workplace is Palermo.**

Only applicants not excluded under the provisions articulated in Legislative decree 165/2001, art. 53, para. 16-ter, and subsequent modifications and amendments (General Rules Governing the Work of Public Administrations), can participate in this selection.

Additional information on this call for applications will be posted in the "Work with us" section of our website (<https://www.ismett.edu/en>).

The date and location of the tests will be published on <https://www.ismett.edu/en>. Applicants will be expected to access this information from the above mentioned website. Candidates failing to show up for the tests on the scheduled day, time, and location will be excluded from the selection, whatever the cause of their absence, even if these are beyond their control or due to causes not ascribable to them.

Please note that in the event of a written test it is absolutely forbidden for candidates, under penalty of exclusion, to enter mobile phones, tablets, smart watches, or any other device for data storage, reception or transmission inside the premises where the tests will be carried out. This prohibition is extended to all devices, even these are switched off, deactivated or non-operating. We regret to inform candidates that we are unable to provide wardrobe or luggage storage service on the premises. Candidates are therefore kindly requested to leave all unauthorized items outside the selection room.

IRCCS ISMETT reserves its right of discretion to the fullest extent permitted by law in assessing applicants and the eligibility of their applications.

After reading the privacy statement and authorizing the processing of their personal data (EU Regulation 2016/679), applicants of both sexes (Law 903/77) are requested to fill out the on-line application form available at <https://selezioni.ismett.edu/?lang=en>.

The on-line form must be filled out paying particular attention to the requisites and preferred qualifications indicated in this call for application. Filling out the on-line application form in an incomplete, approximate, or incorrect manner may lead to considering the applicant not eligible to performing the tests. When filling out the on-line application form, applicants will be requested to attach their CV. Applicants will be requested to issue a self-statement regarding their possession of the requisites listed in this call for applications.

IRCCS ISMETT declines any responsibility for non-delivery of communications due incorrect e-mail addresses provided by applicants upon submitting their on-line applications.

The deadline to submit the applications is **March 9 2020**.

Please note that only applications submitted on-line will be taken into consideration (<https://selezioni.ismett.edu/?lang=en>)

Please note that selection records are confidential documents for internal use only, and may not be disclosed.

All applicants are obliged, at any time during the selection process, and if requested by IRCCS ISMETT, to provide the documentation certifying the stated possession of the requisites within the requested deadline.

Should any preliminary verification show a discrepancy with any statement submitted by an applicant, the latter will be excluded from the selection process, and any negotiation permanently suspended.

IRCCS ISMETT reserves the right to revoke and/or invalid or definitively suspend this selection at any time, with no obligation to notify applicants, and with no right for applicants to raise any right or claim whatsoever.

Personal data included in the CVs and any other information collected during the selection will be processed by IRCCS ISMETT and UPMC Italy in their role of joint controllers, for selections for this or other similar positions. Applicants are requested to not include sensitive data (e.g., on health status), unless strictly necessary. Detailed information also with reference to data retention times and rights recognized under EU Regulation 2016/679 are available at <https://www.ismett.edu/en> in the "Work with us" section.