



## JOB OFFER

At the Health Research Institute of the Balearic Islands (IdISBa), we manage the means and resources to carry out both basic and applied clinical research programs, as well as technological development and innovation in the healthcare field.

To carry out these functions, the IdISBa has the need to hire five predoctoral researchers for the JUNIOR program as part of the following project: "CONSCIENCIA IdISBa: consolidar la ciencia IdISBa". This has been funded by the 2022 Annual Plan of the Tax for Sustainable Tourism in the Balearic Islands (ITS2023-057).

This project aims to attract research talent from the different career stages as well as talented human resources to aid in its management. With this goal in mind, the IdISBa intends to achieve the critical mass necessary to become a leading health research center and, thus, contribute to people's well-being, to care quality, and to the development of a new production model based on knowledge and innovation.

## JOB OVERVIEW

- **Organization:** Health Research Institute of the Balearic Islands
- **Job Position:** Predoc
- **No. of Vacancies:** Five
- **Type of Contract:** Predoctoral contract of 1 year (renewable up to 4); full-time.
- **Location:** Balearic Islands, Spain.
- **Internal Code:** JUNIOR-2023

Please refer to the following pages to consult the full details with regard to the present job offer, such as requirements, role and functions, application submission, selection process, etc.



## ANNEX 1

### 1. Requirements

To apply to this position, **candidates** must:

- Hold a Bachelor's Degree or an equivalent that allows access to a doctorate.
- Be available for admission in an official doctoral program in 2023-2024.
- Have the Spanish nationality or any other that allows access to the public sector in Spain.
- Be able to develop the required tasks.
- Have reached the age of 16 and not exceed the age of compulsory retirement.
- Not have been dismissed or suspended through a disciplinary proceeding from any entity of the public sector or from any constitutional or statutory body. Likewise, the candidate must not be under perpetual or special disqualification for public service. This applies to any candidate and their status regarding public service in their respective countries.
- Possess the required certificates and documents.
- Have the mutual commitment agreement signed by all parties (annex 3). By signing this document, if selected, the candidate commits to enroll in a doctoral program for the 2023/2024 academic course. Candidates can only present a single mutual commitment agreement.
- Complete and sign the request form (Annex 2) as well as the self-assessment form (Annex 4) that are available at the end of this document.
- Those candidates who already hold a doctorate degree or are studying it at the moment are not eligible for this call.
- The employment contracts funded by this call are not compatible with the contract validity of any of the hired staff.

Those who do not comply with all these requirements will not be considered for the position.

Requirements for the **research group**:

- The research group must have been established as an IdISBa's research group prior to the start of this call to be able to submit a candidature.
- The thesis director that belongs to the research group that submits the mutual commitment agreement can only supervise one new candidate in this call. Presenting more than one candidate will result in the exclusion of all of them. The thesis project must belong to a competitive research project (it can be a national, international, public or private project) with a minimum duration of 2 years. The thesis director must be officially part of the team carrying out this project. Only one mutual commitment agreement can be presented per research project.
- In case of the candidate withdrawing from the process, the process will continue following the order of the other candidates.
- Emerging research groups will be awarded an extra 0.5 points to the total score of their candidate.



- At the moment of submitting the request, the research group must have an active research project with a minimum duration of 2 years (it can be a national, international, public or private project).
- If the research group submits an additional commitment agreement either for the “CONSCIENCIA IdISBa”, “TECH” or “FOLIUM” project before these are resolved, the group must prove they have another research project that complies with the second point of this section.

Failing to comply with any of these requirements will result in the candidate's and the research group's exclusion from this selection process.

## 2. Role and Functions

- To develop research programs specific to the research area of the candidate researcher, leading to their doctoral thesis, and joining research groups of the IdISBa.
- To enhance the current lines of research.
- To carry out and promote publications of national and international impact.
- To produce and transfer knowledge with an impact on the population health and the health system.

## 3. Application Submission

Applications can be submitted in person at the IdISBa's HQ at the location that appears in the footnote of this document. Likewise, these can also be sent electronically to IdISBa's HR Department to the following email address<sup>1</sup>: [idisba.convocatorias@ssib.es](mailto:idisba.convocatorias@ssib.es). The subject of this email must contain the internal code of the present job offer: “JUNIOR-2023”. Submissions made through other channels or format will not be considered.

Submission Deadline: **15 working days**, starting to count from the day after the publication of this offer in the *Official Gazette of the Balearic Islands*. The publication can be found at [www.caib.es/boib](http://www.caib.es/boib). The specific date can also be found at the webpage of this offer at IdISBa's website: [www.idisba.es/en/Human-Resources/Job-offers](http://www.idisba.es/en/Human-Resources/Job-offers).

All candidates must present, along with this form, all supporting evidence to confirm their education, experience, etc. regarding both the requirements and the additional qualifications. These will not be taken into account towards the final score if the candidate fails to present the supporting evidence correctly in time and form.

## 4. Admission of Candidates

Once the window of time in which applications must be submitted is over, a provisional list of admission will be published on IdISBa's website. This will announce which applicants have been accepted or excluded from the selection process (along with the reason for their exclusion).

Excluded and/or omitted candidates will be given 3 working days (starting the day after this provisional list is made public) for them to amend any defects and provide the necessary documents to be reconsidered for the position. If no amends are made, their candidacy will be withdrawn.

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<sup>1</sup> All files must be compressed into a single ZIP file.



After this period of time, a final list of admission will be published on the same webpage. This will announce the final list of applicants that have been accepted to proceed with the selection process.

The selected candidate must **submit the certificate of enrollment for the doctorate program on the day of the signing of the contract mandatorily**. Failing to do so, their candidacy will be withdrawn and the next candidate with the highest score will be selected.

**Exclusion Criteria:** failing to submit the application form in time or failing to meet the requirements for this position.

### 5. Reserved Posts for People with Disabilities

About 7% of the posts at IdISBa are reserved for people with disabilities, as it is established by Royal Legislative Decree 5/2015 of the TREBEP. Nevertheless, this particular post does not fall under this category.

### 6. Type of Contract and Conditions

- Predoctoral contract of 1 year (renewable up to 4).

Two months prior to the end of the contract, the person responsible for the research group will need to request the annual renewal of the contract and present a report including the developed activities and the justification for the renewal before the evaluating committee specifically elected for the evaluation of contract renewals.

- Gross annual income: €29 500 in 12 payments.

### 7. Supporting Documents

All candidates are expected to present the pertinent evidence with regard to their education, professional experience, and other items:

- a) Request form.
- b) Copy of the ID document and/or first page of the passport.
- c) Research group's commitment agreement.
- d) Academic degrees: certified copies of the official certificate (both sides).
- e) Document proving the enrollment, admission or preadmission in a doctorate program. This should be issued by the responsible unit for the program or the doctoral or postgraduate school.
- f) Academic record of the studies that allow access to the doctoral program. This should include: seal of the entity and signature of the person in charge, date of completion of the studies, every subject of the program and the respective qualifications and dates of completion. Alternatively, the document shall be equally valid if it is certified by means of electronic signature or a verification system, instead of seal and signature. All qualifications should be expressed in a scale from 0 to 10. In case of studies made abroad, it is mandatory to present the Spanish "Declaración de equivalencia de nota media" from the ANECA (Agencia Nacional de Evaluación de la Calidad y Acreditación) along with the original academic record or a certified copy. The academic certificate should also be provided with an official Spanish translation.
- g) Certificates or diplomas of awards, distinctions, etc.
- h) Professional experience: certificates signed by the person responsible for the different previous entities where the applicant had offered their services. If it is not possible to



submit this certificate, candidates must submit the pertinent employment contract and the employment history.

- i) Short CV in PDF (1 January 2018 – end of this call<sup>2</sup>). This can be created either a) automatically using the CVN editor, or b) using the tool from another institution certified in the CVN abridged version of the FECYT (Spanish Foundation for Science and Technology) that allows for the CVA export. This document must include, at least, the following information:
- Research publications (author order, and journal indexed in JCR).
  - Research projects (research funding call, funding entity, and type of participation).
  - Congresses and other scientific meetings, and type of participation.
- j) Publications: copy of the first page of the publications.
- k) Certification of participation in research projects, which must be signed by the Management of the pertinent center.
- l) Courses, seminars, fellowships, etc.: copy of the certificate or diploma, which must include the number of hours or credits of each activity.
- m) Language knowledge: certificate from an official organism. In the case of candidates from abroad with English as their first language, they can also present their secondary education diploma.

Every piece of supporting evidence must be submitted in the same order that appears in the “Selection procedure” section and must be numbered in that same order along with the self-assessment form that is available at the end of this call (annex 4).

The supporting evidence must be submitted together with the form for this call. If you originally submitted copies that were not officially verified, you must present the original copies at the interview for us to verify them.

## 8. Assessment Board

- Dr. Miquel Fiol Sala, Scientific Director of IdISBa.
- Dr. Daniel Horacio Lopez, research manager of IdISBa.
- Dr. Alicia Leiva Mir, research manager of IdISBa.
- Dr. Maria Antonia Llopis Grimalt, research manager of IdISBa.
- Three members of IdISBa’s Internal Scientific Committee.
- Member of the HR Department of IdISBa, acting as the secretary of the Board.

The Assessment Board may declare this call null and void due to the inadequacy of the applicants.

## 9. Selection Procedure

Academic excellence and scientific career will be assessed in accordance with the criteria below. Also, projects focused on the healthcare issues in the Balearic Islands with new lines of

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<sup>2</sup> Gaps due to the following reasons will be excluded from the time period:

1. Leave periods derived from maternity or paternity which have taken place in accordance with the protected instances under the Spanish General Social Security Scheme. A one-year extension will be applied per child.
2. Serious illness or accident, with medical leave equal to or greater than three months. A one-year extension will be applied.
3. Caring for dependent people, in accordance with the provisions established in Law 39/2006, of 14 December, on the promotion of personal autonomy and assistance for dependent people, for a minimum period of three months. A one-year extension will be applied.

These gaps must be noted and verified at the time of submitting the application.



research, along with projects with an already consolidated line of research that still need reinforcement, will also be taken into consideration.

All candidates are expected to present evidence supporting their education, experience, and so on. In the first phase of this selection process, the Board will review the information and score of each candidate based on the first section (a) of the classification below. Candidates will also be required to make an oral defense, which will be evaluated in accordance with the second section (b).

Were a candidate to exceed the maximum score for any item, the score of each candidate will be scaled accordingly.

### a) Merits (up to 8.5 points)

#### Short CV (1 January 2018 – end of this call)<sup>3</sup>

##### 1. Academic Background (up to 5 points)

- Average score, on a 0–10 scale, for the studies that give access to the doctorate (not including the master's degree), which is to be calculated in accordance with the Royal Decree 1125/2003 of 5 of September (only scores higher than 6 will be considered towards the count, in accordance with the following equation: "average score/2").
- Additional bachelor's or master's degrees related to health sciences, different from the one giving access to the doctorate. (0.167 points per 10 ECTS; up to 2 points depending on the number of ECTS)
- Award for excellence in academic performance. (1 point)

##### 2. Research Experience (up to 3 points)

- Papers that appear in the Journal Citation Report (JCR):
  - Papers in the first decile of the JCR:
    - As the first, last, or corresponding author. (1 point per paper)
    - As author in a different position. (0.5 points per paper)
  - Papers in the first quartile of the JCR:
    - As the first, last, or corresponding author. (0.5 points per paper)
    - As author in a different position. (0.25 points per paper)
- Other documents indexed in the JCR, books and book chapters, protocols, guidelines, and technical reports with ISBN/ISSN:
  - As the first, last, or corresponding author. (0.1 points per document)
  - As author in a different position. (0.05 points per document)

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<sup>3</sup> Gaps due to the following reasons will be excluded from the time period:

1. Leave periods derived from maternity or paternity which have taken place in accordance with the protected instances under the Spanish General Social Security Scheme. A one-year extension will be applied per child.
2. Serious illness or accident, with medical leave equal to or greater than three months. A one-year extension will be applied.
3. Caring for dependent people, in accordance with the provisions established in Law 39/2006, of 14 December, on the promotion of personal autonomy and assistance for dependent people, for a minimum period of three months. A one-year extension will be applied.

These gaps must be noted and verified at the time of submitting the application.





- Participation in research projects that were funded in competitive, national or international calls. (0.125 points per national project and 0.25 points per international project; up to 0.5 points)
- Participation in conferences and other scientific meetings, either national or international, by means of presentation, principal speaker or principal author of a scientific poster. (0.02 points per participation; up to 0.4 points)

### 3. Language Proficiency (up to 0.5 points)

- Catalan:
  - B2 certificate. (0.15 points)
  - C1 or C2 certificate. (0.3 points)
- English:
  - B2 certificate. (0.25 points)
  - C1 or C2 certificate. (0.5 points)

If the candidate shows English is their native language, the points will be equally awarded.

### b) Assessment of the research project for the doctoral degree (up to 1.5 points)

Candidates must do an oral presentation (10 min) defending their health research project intended for the PhD, with a PWP slide presentation as a support tool, in which the following aspects will be reviewed:

#### 1. Scientific Quality and Relevance of the Proposal (up to 0.5 points)

- Quality of the objectives. (0.3 points)
- Progress in scientific and technological knowledge made possible thanks to the development of the project compared to the state of the art. (0.2 points)

#### 2. Strategic Interest (up to 0.5 points)

- The project's capability to improve prevention, diagnosis and treatment of diseases, to improve public health promotion activities, and to improve health services.

#### 3. Applicability and Transferability (up to 0.5 points)

- Quality of the work program. (0.2 points)
- Methodological approach for the development. (0.2 points)
- Adequacy of the resources and budgets for the objectives and the methodological approach. (0.1 points)

## 10. Draws

In the event of a draw, the candidate will be selected in accordance with the highest score following the order of the items of the classification of this call.

## 11. General Guidelines

1. Research publications consequence of this activity must include and refer to the funding of the 2022 Annual Plan of the Tax for Sustainable Tourism as well as to the IdISBa's management of the grant.



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2. Results consequence of the funded project must be published in open access.
3. With regard to aspects that are not explicitly covered in this call, we will attend to the guidelines provided by the Scientific Director or the Internal Scientific Committee of the Institute, who will also be responsible for the solution of possible disagreements that this call could arise.

## 12. Appeals

Following Law 36/2011, of 10 October, applicants may bring suit before the authority responsible for this matter, the Spanish Labor Courts, if they consider there are disputes that may arise from the requirements set out in this job offer that should be addressed and resolved.

Palma, on the day of publication.

**IdISBa's Managing Director**  
Sergi Camacho Clavijo





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## ANNEX 2

**Request form for the hiring of five predoctoral researchers for the JUNIOR program as part of the following project: “CONSCIENCIA IdISBa: consolidar la ciencia IdISBa”, from the Health Research Institute of the Balearic Islands**

Name:

Last Name:

ID No. / Passport:

Address:

Phone number:

Email:

I declare that I have come to know the selection process for the hiring of five predoctoral researchers for the JUNIOR program as part of the following project: “CONSCIENCIA IdISBa: consolidar la ciencia IdISBa”, called by the Health Research Institute of the Balearic Islands.

Required documents that need to be attached with this form:

- Request form.
- Copy of the ID document and/or first page of the passport.
- Research group's commitment agreement.
- Academic degrees: certified copies of the official certificate (both sides).
- Document proving the enrollment, admission or preadmission in a doctorate program. This should be issued by the responsible unit for the program or the doctoral or postgraduate school.
- Academic record. In case of studies made abroad, it is mandatory to present the Spanish “Declaración de equivalencia de nota media” from the ANECA (Agencia Nacional de Evaluación de la Calidad y Acreditación) along with the original academic record or a certified copy. The academic certificate should also be provided with an official Spanish translation.
- Certificates or diplomas of awards, distinctions, etc.
- Professional experience: certificates signed by the person responsible for the different previous entities where the applicant had offered their services. If it is not possible to submit this certificate, candidates must submit the pertinent employment contract and the employment history.
- Short CV (2018-2023).
- Publications: copy of the first page of the publications.
- Supporting evidence for education, experience, etc.



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I also declare that I have the ability to develop the required tasks and that I have not been dismissed or suspended through a disciplinary proceeding from any entity of the public sector or from any constitutional or statutory body. Likewise, I declare that I am not under perpetual or special disqualification for public service.

Thus,

I present my application for the selection process for the hiring of five predoctoral researchers for the JUNIOR program as part of the following project: “CONSCIENCIA IdISBa: consolidar la ciencia IdISBa”, called by the Health Research Institute of the Balearic Islands.

Signature of the applicant:

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**Regarding the use of personal data.** In accordance with current legislations on data protection and, specially, with Regulation (EU) 2016/679 (GDPR) and Spanish Organic Law 3/2018, of 5 December, on the protection of personal data and guarantee of digital rights, we inform you on the use of the personal data included in this document. **Party responsible for the data processing:** Health Research Institute of the Balearic Islands (IdISBa). **Purpose:** to process your request. **Legitimacy:** your consent. **Recipient parties:** if applicable, the collaborators from the research group. **Conservation time:** those established by law. **Rights:** you can exercise your rights by writing, with the pertinent personal identification, to Ctra. Valldemossa 79 (Hospital Universitario Son Espases), Edificio S, 1.<sup>a</sup> Planta, 07120 Palma (Illes Balears) or to the following email: [idisba.protecciondatos@ssib.es](mailto:idisba.protecciondatos@ssib.es). You have the right to proceed with a legal complaint through the Spanish Agency on Data Protection (AEPD) if you consider your rights have been violated.



## ANNEX 3 – COMMITMENT AGREEMENT

### «CONSCIENCIA IdISBa: consolidar la ciència IdISBa»

#### PERSONAL INFORMATION

Name: \_\_\_\_\_ Surname: \_\_\_\_\_  
ID number: \_\_\_\_\_  
Phone number: \_\_\_\_\_  
Email: \_\_\_\_\_

#### RESEARCH GROUP'S INFORMATION

Group name: \_\_\_\_\_  
Person responsible for the group: \_\_\_\_\_  
Thesis Supervisor for the research candidate: \_\_\_\_\_  
Doctoral thesis project's title of the research candidate: \_\_\_\_\_

Research area: \_\_\_\_\_  
Active research projects: \_\_\_\_\_

Call	Project Code	Funding Entity	Start Date of the Project	Finish Date of the Project

In accordance with the guidelines described,

The candidate accepts to go through the selective process by signing the present commitment agreement with the referred research group.

The research group and, particularly, the responsible for the group, agree to accept the candidate if they are selected for the position. The researcher assigned as Thesis Director assumes this role and responsibility.

Both the candidate and the person responsible for the group (on behalf of the group) accept the commitments stated in this commitment agreement.

And, in proof of conformity:

The candidate's signature	Thesis Supervisor signature	Person responsible for the research group's signature
Name: Date:	Name: Date:	Name: Date:



## ANNEX 4 – SELF-ASSESSMENT FORM

Selection process for the hiring of five predoctoral researchers for the JUNIOR program (CONSCIENCIA IdISBa: consolidar la ciencia IdISBa)				
FULL NAME		MAX. POINTS	POINTS	SUPPORTING EVIDENCE ATTACHED*
<b>1. Academic Background</b>		<b>5</b>		
Average score, on a 0–10 scale, for the studies that give access to the doctorate (not including the master's degree). [only scores >6 will be considered, and following the equation: "average score/2"]		5		
Additional bachelor's or master's degrees related to health sciences, different from the one giving access to the doctorate. (0.167 points per 10 ECTS)		2		
Award for excellence in academic performance. (1 point)		1		
<b>2. Research Experience</b>		<b>3</b>		
Papers that appear in the Journal Citation Report (JCR):				
1 <sup>st</sup> decile: as the first, last, or corresponding author. (1 point per paper)		3		
1 <sup>st</sup> decile: as author in a different position. (0.5 points per paper)				
1 <sup>st</sup> quartile: as the first, last, or corresponding author. (0.5 points per paper)				
1 <sup>st</sup> quartile: as author in a different position. (0.25 points per paper)				
Other documents appearing in the JCR				
As the first, last, or corresponding author. (0.1 points per paper)		3		
As author in a different position. (0.05 points per paper)				
Participation in research projects and conferences				
In research projects that were funded in competitive, national or international calls. (0.125 points per national project and 0.25 points per international project)		0.5		
In conferences and other scientific meetings, either national or international, by means of presentation, principal speaker or principal author of a scientific poster. (0.02 points per participation)		0.4		
<b>3. Language Proficiency</b>		<b>0.5</b>		
Catalan certificate (B2: 0.15 points / C1 or C2: 0.3 points)		0.5		
English certificate (B2: 0.25 points / C1 or C2: 0.5 points)				
<b>TOTAL</b>				

\*Please, specify every document attached to this form for them to count towards the total score of the applicant (e.g.: English B2 cert. Cambridge English).