

CHANCELLOR'S RESOLUTION AT THE REY JUAN CARLOS UNIVERSITY, BY MEANS OF WHICH IS ANNOUNCED AN OPEN BID FOR THE RECRUITMENT OF A RESEARCHER FOR A TEMPORARY WORK CONTRACT, ON THE "RAINBOW RAPID BIOMECHANICS SIMULATION FOR PERSONALIZED CLINICAL DESIGN" PROJECT. INTERNAL REF. M1650, ANNOUNCEMENT REF. 360

The present announcement aims to facilitate the recruitment of international researchers and firmly intends to help consolidate a European space for Research, as well as implement the European Charter for Researchers and code of conduct for the recruitment of international researchers.

Accordingly, the process of recruiting international researchers shall be governed by the requirements indicated below, which aim to establish the selection process on a competitive basis in accordance with the principles of equality, merit, and competence, as well as of objectivity and full disclosure, for candidates of any nationality for the conclusion of contracts offered by the Rey Juan Carlos University under the legal protection of the provisions determined by Law 14/2011, of June 1, regarding Science, Technology and Innovation.

Accordingly, the means of choosing the candidate shall be a merit-based competition that assesses general merits as well as those specific merits indicated in Appendix 1 of this announcement.

RULES

First.- Purpose:

The present competition aims to select a 2 candidate for the conclusion of a temporary work contract in order to carry out duties the characteristics of which are specified in Appendix 1 of the present resolution and which are funded by the research project specified in the heading of the present resolution.

Second.- Candidate Requirements:

To be admitted to the selection process, candidates must meet the following requirements:

1. **Nationality.** The present job offer is open to candidates of any nationality with the requisite educational background and research experience.
2. **Age.** Must be over sixteen years old and must not exceed, when applicable, the maximum age of compulsory retirement.
3. **Academic degree.** Must possess the requisite academic degree, or be in position to have it at the time of the formalization of the contract, as indicated in Appendix 1 of the present announcement.

All the requirements previously listed in the present announcement must be in possession at the time of

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formalizing the contract.

Once the selection process has concluded, chosen candidates must, in addition to the above, also verify the following:

1. **Capacity.** Must not be suffering from illness nor be affected by physical or psychological disability incompatible with performing the relevant duties.
2. **Qualification.** Must not have been relieved of duty through disciplinary action by any public administration or by the constitutional or statutory body of any Autonomous Community, nor have been barred from public employment or office by absolute or special disqualification by court order. In the case of foreign nationals, must not be barred through disqualification, or its equivalent, nor be subject to disciplinary sanction or equivalent that impedes, on the same terms, access to public employment in his or her country.

Verification of nationality and other information required in the announcement shall occur the moment the contract is formalized by means of the relevant documents, certified by the competent authorities in the candidate's country of origin and translated into English and Spanish, the official languages in which the competition will take place.

Candidates are responsible for the veracity of all the data appearing on their application as well as on all other documentation provided and can be held responsible for any false information on the same and, without prejudice, where appropriate, for their exclusion from the selection process.

Third.- Cost of the contract.

The cost of the contract's conclusion, including social expenditures, is specified in Appendix 1 of this announcement and shall be funded by the budgetary implementation 30.M1.IN.1650. The contract will entail, moreover, the candidate's registration in the social security system, in accordance with current law.

Fourth.- Purpose of the contract.

Contracts shall take effect beginning on the date they are finalized, by means of the signature of the party concerned as well as that of the Chancellor of the Rey Juan Carlos University, as the competent entity and representative of the same.

Fifth.- Duration of the contract.

The duration of contracts concluded in accordance with the present announcement shall be as established in Appendix 1.

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In no case shall the validity of the contract exceed the duration of the research project to which it applies, nor does it imply any commitment regarding the subsequent integration of the party concerned into the workforce of the Rey Juan Carlos University.

Sixth.- Conditions of the contract.

The contract shall be of a temporary nature and shall be executed in the form of a contract for a specific task or service toward the fulfillment of a research project, provided that it has been legally executed and in compliance with the relevant financial entity.

In contracts concluded for a specific task or service involving technical personnel, managers or employees funded by a research project, the following additional clauses shall be included:

1. *"Expressly excluded from the duties contained in the present contract is the performance of any other type of service, on the part of technicians/managers/supporting research staff, that is not directly associated with the present contract's objective and which has not been expressly assigned by a competent hierarchical superior. In the case that such a service is performed, it shall be done so by the worker's own initiative, without thereby altering the nature temporary nature of the contract into one of indefinite duration."*
2. *"The present contract shall be terminated due to any of the causes indicated therein as well as: a) at the moment the research project concludes; b) at the moment when the specific tasks that the employee must carry out with respect to the project of reference have concluded; c) when the financing for hiring personnel funded by the research project with which the present contract is affiliated is terminated for whatever reason."*

The validity of the respective contact is subject, with respect the regime of incompatible activities, to the provisions contained in Law 53/1984, of December 26, on Incompatible Activities for Public Administration Service Personnel and other legislation on development and compliance.

The contract holder cannot register with the Office of Public Services of State Employment (SEPE) as a job seeker.

The form of the contract can be full-time or part-time. Full-time is set at 37.5 hours and part-time varies according to the needs of the project, as specified in Appendix 1 of this announcement.

Seventh.- Obligations of the employee.

In addition to the duties indicated in Appendix 1 of the present announcement, others will be specified in greater detail within the concluded work contract.

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Eighth.- Method, application deadline and physical location where the announcement will be published.**1. Method.**

Candidates must apply online via the electronic platform for the management of job offers funded by research projects on the University's webpage and attach the required documentation to make the application formal.

The application form generated by the platform assumes that the party concerned expressly accepts the use of his or her personal data for legitimate purposes and the processing of said application by the procedures established for this purpose. This must be accompanied by the documentation requested in rule 9 of the announcement

Only those applications that follow the administrative procedure established by the present announcement will be admitted. The presentation of the corresponding application by the party concerned, through the procedure stipulated in the present announcement, implies the express acceptance of said party respecting his or her subjection to the same as far as the processing and resolution are concerned.

Likewise, said application must have the express and unambiguous consent of the party concerned for the collection by the corresponding administrative procedure of the personal data necessary to concluding the relevant contract.

Those applications that are definitively admitted will be assessed by the Evaluation Commission according to the scale established in Appendix 1 of the present announcement and will then give the nominations to the Chancellor of the Rey Juan Carlos University, who will approve final decisions for the relevant contracts in accordance with current law.

2. Application Deadline.

The deadline will be 21 working days from the day after the publication of the announcement on the EURAXESS platform <https://euraxess.ec.europa.eu/jobs/search> and on the webpage of the Rey Juan Carlos University <http://www.urjc.es/investigacion/convocatorias-investigacion>.

3. Location where the announcement will be published.

The present announcement will be published on the EURAXESS platform <https://euraxess.ec.europa.eu/jobs/search> and on the webpage of the Rey Juan Carlos University <http://www.urjc.es/investigacion/convocatorias-investigacion>.

The list of admitted and excluded candidates, as well as any subsequent publications resulting from actions related to the present selection process, in accordance with article 45 of Law 39/2015, of October 1, of Common Administrative Procedure, will be made available online via the electronic platform for the management of job offers provided for said purpose on the webpage of the Rey Juan Carlos University (<http://www.urjc.es/investigacion/convocatorias-investigacion>).

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Ninth.- Documentation required to make the application formal.

At the moment the application is made formal, candidates must attach the following documentation:

1. Photocopy of DNI, passport, or equivalent document verifying the applicant's nationality or a valid residence permit.
2. Photocopy of academic diploma or academic certification and supporting documentation of possessing the same, or supporting documentation of being able to have it at the time of formalizing the contract, whose sworn translation shall be requested in the cases of degrees not granted in the Spanish language, at the moment of concluding the contract.
3. Curriculum vitae on which appears, in a duly justified manner, academic titles, years of service, employment in distinct public administrations or private companies, education and courses taken as well as other merits and circumstances the candidate wishes to make manifest.
4. Supporting documentation for the merits indicated on the curriculum vitae.

Everything that is indicated on the application must be accompanied by the corresponding photocopies or certifications in English or Spanish in order for them to be evaluated correctly. Failing to submit a photocopy of the DNI or equivalent document and/or of the degree may result in the candidate's exclusion from the selection process.

Tenth - Evaluation Commission.

The Evaluation Commission will be comprised in all cases by the following members:

1. **President:** Vice-chancellor with competence at managing research projects, or delegate.
2. **Secretary:** Responsible party with competence in the management of research projects, or delegate.
3. **Spokesperson:** Principle researcher on a research project, or delegate.

The relation between the titular and alternate members of the commission figures in Appendix 2 of the present announcement. Said commission will evaluate the merits indicated by candidates in a timely and efficient manner according to the criteria established in Appendix 1 of the present announcement and will formulate the corresponding selection proposals.

Eleventh.- Evaluation criteria.

The Evaluation Commission will assess each candidate's overall merits according to the specifications in Appendix 1 of the present announcement. For this purpose, Appendix 1 of the announcement details scores

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awarded in differing areas of the ratings scale, together with those merits that, according to the duties to be performed, need to be evaluated.

Likewise, there may be practical tests and/or interviews with candidates in cases when the nature of the duties to be performed warrant them.

The Evaluation Commission may arrange for non-voting specialist consultants to take part in the process, the role of whom would be limited to providing assistance in technical matters. Appointing such consultants is at the discretion of the Chancellor, after a motion made to that effect by the Evaluating Commission.

The selection of candidates will be made while safeguarding the constitutional principles of equality, merit and competence. The evaluation and selection will be made on a competitive basis, taking into consideration only the documentation provided and with the application and, when applicable, duly rectified.

Twelfth.- Selection Process.

Once the application deadline has passed, the Vice-chancellor with competence at the management of research projects or the entity assuming his duties, shall issue a resolution approving the lists of admitted and excluded candidates, expressly indicating the cause of such exclusions, which shall serve as notification to all interested parties, for all purposes. This resolution will be published on the electronic platform for the management of job offers <http://www.urjc.es/investigacion/convocatorias-investigacion>.

In cases where there are no excluded candidates, the candidate's status shall at once be elevated to definitive on the list of admitted candidates.

Excluded candidates will have ten working days after the day when the list is published to rectify the defect that caused their exclusion or omission, provided that said defect is rectifiable. Candidates who do not rectify their exclusion or omission within the time limit indicated will be definitively excluded from participating in the tests. Likewise, candidates will be able to apply for the rectification of material errors within the indicated time period.

The rectification must be presented online via the platform, following the instructions given for that purpose via the email listed on the candidate's application.

After the time limit to rectify has passed, the Vice-chancellor with competence in the management of research projects or the entity assuming his duties shall issue a resolution approving the list of admitted and excluded candidates, publishing it on the electronic platform for the management of job offers. Said resolution will serve as notification to all interested parties. The Chancellor has the right of appeal for a month starting from this resolution's publication at the locations established for that purpose.

The Evaluation Commission will assess the documentation presented by candidates, taking into consideration the

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criteria indicated in Appendix 1 of the present announcement.

After the curriculums and other documentation have been evaluated, the Evaluation Commission will be able to summon the candidates of their choice for interviews and/or practical tests involving the training necessary and duty or duties to be performed for the purposes of this announcement, as they appear in Appendix 1.

Thirteenth- Conclusion of the procedure.

1. The Evaluation Commission shall give the proposal to hire the candidate or candidates with the highest scores to the Chancellor, who shall issue the corresponding resolution. Candidate proposals will be made public at the electronic address found on the webpage of the Rey Juan Carlos University. <http://www.urjc.es/investigacion/convocatorias-investigacion>.
2. Said resolution terminates the administrative proceedings and can be appealed for reconsideration for a period of one month starting on the day after the publication of said resolution or, alternately, can be directly disputed via administrative appeal before the same jurisdictional order for a period of two months starting on that following the publication of said resolution, in accordance with the regulatory standards of Administrative Procedures and Law 29/1998, of June 13, regulator of contentious-administrative jurisdiction.
3. The Evaluation Commission can declare the competition null and void when the curricula of the candidates is not suitable for the duties to be performed in concert with the project, group or agreement concerned and, in no circumstances can the number of candidates proposed exceed the available positions offered. In such cases, the Evaluation Commission shall have the authority, when appropriate, to issue another call for applications.

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Fourteenth.- Job Offers

Candidates who, having exceeded the minimum score required to pass the selection process, have not been proposed, will be available, according to the rankings of scores, to cover the positions advertised, if those persons who precede them in said order turn down the contract, whose contracts are rescinded during the trial period, or whose work relationship is terminated or suspended for whatever reason in accordance with their rights.

Fifteenth.- Formalization of the contract.

Selected candidates shall be required, within the space of ten working days after the publication of the awarded contract, to provide authenticated copies and a sworn translation in Spanish of the necessary documentation in order to complete the formalities permitting the researcher to obtain an entry permit (visa), a residence permit, and a work permit and subsequently formalize the contract.

Selected candidates who, if required, do not provide the necessary documentation in a timely and efficient manner, shall understand that they are omitting from their application a previous requirement and resolution issued to the effect, in accordance with current law.

As set out in Article 196 of the Legislative R.D. 1/1994, of June 20, approved in the Consolidated Text of the General Social Security Law, the proposed person must submit to an obligatory medical examination given by the Medical Service of the URJC within a period of 5 days after the formalization of the contract, in accordance with the guidelines for workplace safety related to the positions offered in each announcement, and whose cost will be defrayed by the research project.

In cases where a candidate has been found to be unfit to perform the activities related to the job position offered, the contract will be rescinded. The same prohibition is established with respect to the employee's continuance in his or her position if declared unfit in subsequent examinations.

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ADDITIONAL PROVISION

The Vice-chancellor with competence in the management of research projects is authorized, within the sphere of his competence, to issue the instructions necessary to execute and develop that which is established in the announcement.

The present resolution, which terminates the administrative proceedings, is subject to appeal for reconsideration for a period of one month starting on the day after the publication of said resolution or, alternately, can be directly disputed through an administrative appeal before the same jurisdictional order for a period of two months starting on that following the publication of said resolution, in accordance with articles 124 of Law 39/2015, of October 1, of the PAC and 46 of Law 29/1998, of July 13, regulatory standards of contentious-administrative jurisdiction.

**The Chancellor,
P.D.F Chancellor's Resolution (10/16/2017) Vice-chancellor of Research**

Visitación López-Miranda González

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APPENDIX I

RESEARCH PROJECT DATA

Project Reference: M1650

Project Title: RAINBOW Rapid Biomechanics Simulation for Personalized Clinical Design

Financing Entity: EUROPEAN COMMISSION

Principal Investigator: Miguel Ángel Otaduy Tristán

Workplace: Esc. Tec. Sup. de Ingeniería Informática

Department: CC Com, Ar Com, Len Sis Inf, Est Inv Ope

COMPETITION DATA

Nº of positions: 2

Job title: Researcher support

Minimal Academic requirements: Graduate / Engineer

Desirable Academic requirements and competencies:

Job functions:

Type of contract: Temporary contract to work on a research project.

WORKING CONDITIONS

Budgetary implementation: 30.M1.IN.1650

Gross monthly salary: 2869.79 € (with family allowance)

Number of payments: 12

Duration of the contract: 3 year/s, 0 month and 0 day.

Contract estimated start date: 04/01/2019

Contract estimated end date: 03/31/2022

Number of hours per week: 37.5

Posibility of extension: No

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SELECTION CRITERIA:

(Including knowledge and professional Experience, distinguishing the required and desirable)

Criteria	Weight
Academic excellence / Excelencia académica	50 points
- Summary of grades and ranking among peers on relevant subjects. - Academic fellowships. // - Resumen de calificaciones y ranking respecto a pares en materias de relevancia. - Becas de excelencia académica.	
Research and professional experience / Experiencia investigadora y profesional	50 points
- Publications. - Participation in projects. - Experience in research teams. // - Publicaciones. - Participación en proyectos. - Experiencia en equipos de investigación.	
Possible interview: YES (X) NO ()	
Evaluation tests: YES (X) NO ()	
Minimum score required to pass the selective process: 80 points.	

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APPENDIX II

(Evaluation Commission members)

Members:

President: Visitación López-Miranda González; Vice-chancellor of Research
Secretary: Ricardo González Castrillo; Technician of Research Administration Unit
Spokesperson: Miguel Ángel Otaduy Tristán, Investigador/a Principal del Proyecto.; Principle researcher on a research project

Alternate members:

President: Juan Antonio Melero Hernández; Vice-chancellor of Innovation and Transference
Secretary: María Socorro Solís Castellanos; Head of Research Administration Unit
Spokesperson: Marcos José García Lorenzo; Project Researcher

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