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Area: Econòmica

Area leader: Jaume Marfà

Group: Corporate Development and Technology Transfer

Head of Group: Marta Fonrodona

Position: Junior Research Data Manager

Description of the job position

IREC is looking for an Interim Junior Research Data Manager to fill the job for the duration of the selection process for its permanent appointment, in accordance with the regulations of the public sector. The professional will assume responsibilities for IREC's research data management, open science and reporting obligations. In particular, position tasks include collection, curation and management of the institute's research data (datasets, scientific production, KPIs), support researchers in the elaboration of research data management plans (DMP) and open science matters, institutional repository management (ex. Zenodo) and research data reporting (UNEIX, Portal de la Recerca, etc.).

The professional ideally would be skilled and have knowledge of research data management and the use of specific research management software, and be familiar with research institutions and the CERCA system. Capacity to work in a team, flexible, goals oriented, innovative, with initiative and problem-solving skills would be valuable. High level of writing, communication and negotiation skills are desired.

Requirements:

Essential:

- Education in Information and Digital Documentation Management, Data Management, Science, Technology or Engineering.
- Proven experience in research data and scientific production.
- Proven experience using Fundanet software platform.
- Proven experience with institutional reporting (UNEIX, PRC) and institutional repositories (e.g., Zenodo).
- High proficiency of English, Spanish and Catalan languages

Preferred:

- Knowledge of open data and open science matters.
- Working knowledge of research data management tools and databases.
- Knowledge of the Catalan research system



- Experience in research centres, ideally in CERCA research centres.

Personal skills:

- Autonomy, planning and organization
- Good communication skills
- Decision-making
- Results-oriented and analytical
- Team worker
- Self-motivated and open-minded

Salary:

Salaries will be paid in accordance with the IREC's salary policy, depending on the candidate's qualification and professional experience.

Send applications by email directly to mfonrodona@irec.cat indicate Junior Research Data Manager (2024/78) in the subject including:

- A motivation letter with reasons for applying, relevant experience, qualifications and value proposition related to the vacancy
- Curriculum vitae with personal, academic and professional data.

Deadline for applications: **XX** July 2024