

RESOLUTION of the Vice-Chancellor for Research of Public University of Navarre no **2594/2024**, of 07 November, calling a selection process to hire researching staff to carry out the Research Project “CELL-ENEITY”.

As of 30 October 2024, the Research Service requests the calling of a selection process to hire researching staff as Project Collaborator, through a scientific-technical activity contract linked to the Research Project “CELL-ENEITY”. Ms Miriam Osés Ruiz, Ramón y Cajal researcher, member of the Agriculture, Biotechnology and Nutrition Department, is the researcher in charge.

Having seen the report-proposal of the Head of the Human Resources Service.

In exercise of the powers vested by Resolution of the Chancellor of Public University of Navarre no 1306/2023, of 20 June, which approves the general structure of the governing council and determines their functions,

I HEREBY DECIDE:

One.- The approval of the call for selection process to hire as researching staff to carry out the Research Project “CELL-ENEITY”, as well as its rules.

Two.- To communicate this resolution to the members of the Selection Committee and the Research Service.

Three.- To command the publication of this resolution on the electronic notice board of the University and in the Official Gazette of Navarre.

Pamplona, 07 November, 2024

Francisco J. Arregui San Martín
Vice-Chancellor for Research

CALL OF SELECTION PROCESS TO HIRE RESEARCH STAFF TO CARRY OUT THE RESEARCH PROJECT TO CARRY OUT THE RESEARCH PROJECT “CELL-ENEITY”

This call will be governed by the following

RULES

1.- GENERAL INFORMATION

-Purpose of the call: the purpose of this call is to select staff to be hired afterwards to carry out the Research Project “CELL-ENEITY”.

-Professional category: Project Collaborator, largely a researcher in nature.

-Tasks to carry out: 1. Implementation of experiments related to the project topic; 2. Analysis of results, drafting of figures and documents to be published; 3. Project organisation and management; 4. Carrying out routine laboratory and equipment operation tasks; 5. Making presentations inside and out of the research group.

-Type of contract: in agreement with the provisions established in Article 23 bis of Law 14/2011, of 1 June, on Science, Technology and Innovation, the hiring will be implemented through a scientific-technical activity contract.

-Duration: indefinite, linked to the Research Project “CELL-ENEITY”.

-Type of workday: full time.

-Payment: that established on the Annex of the Regulations to hire Research Staff of Public University of Navarre, approved by agreement of the Governing Council on 3 May 2017, updated to 2024.

Payment of salaries may take place after meeting the goals established on the project. This payment will require as proof a final report of the project or contract written by the person in charge and a budget provision.

-Funding: the programme ERC-2022 of the European Union no 101076478.

-Publication places: notwithstanding the publication of the call on the Official Gazette of Navarre, every act and resolution arising from this call will be published on the electronic notice board of Public University of Navarre, within the corresponding section.

2.- APPLICATION REQUIREMENTS

2.1.- In order to be accepted to the selection process, applicants must meet the following requirements:

a) To have Spanish nationality, or that of one of the member states of the European Union, or to be a national of a State included in the application scope of the International Treaties held by the European Union and ratified by Spain, which accept free flow of workers.

The spouse of a person of Spanish nationality, of one of the other member states of the European Union and one of a national of a State included in the application scope of the International Treaties aforementioned can also apply, provided they are not separated, as well as their descendants and their spouse's, provided they are not separated, under 21 or over 21 who live at their expense.

Applicants from non-EU member states not included in the previous sections may participate in the call, provided they are legally residing in Spain and hold a document that allows them to reside and access the labour market without restrictions.

b) Be over 16 years of age and not have reached the mandatory retirement age set for public administration employees.

c) Official **Bachelor's degree with at least 300 ECTS credits, master's degree, former bachelor's degree (*licenciatura*), architecture, or engineering in the fields of Biology, Biotechnology, Environmental Agrobiology, or Molecular Biology.**

In the case of degrees obtained abroad, candidates must hold the corresponding equivalence certificate which proves, if applicable, the standardisation.

d) To not suffer from illness or physical or psychological disability which prevents the implementation of the functions corresponding to the positions offered.

e) To not have been expelled from service for any Public Administration through disciplinary proceedings, or not be disqualified to perform public functions by final judgement.

2.2.- Compliance with the requirements set forth in this call for applications is understood to refer to the date of the end of the period for submission of applications, and must be maintained during the term of the contract.

3.- APPLICATIONS

The application submission deadline is 10 working days following the day of publication of this call on the **Official Gazette of Navarre**.

The **application** to this selection process will be **telematic** through the On-line office of Public University of Navarre, in the following link:

<https://sedeelectronica.unavarra.es/sede/catalogo-de-procedimientos/todos/pruebas-selectivas-personal-investigador+>

Click on “**Iniciar trámite**” (Start procedure)

In the field “**Anexar ficheros**” (Attach files) you must attach the following documents for each category of position:

- Application form.
- Photocopy of the ID card, Spanish ID card for foreigners or passport.
- Photocopy of the degree required in the call.
- Photocopy of the academic record, specifying the average grade.
- Curriculum vitae with all the proof of merits deemed appropriate.

The application form can be found in this link:

<http://www2.unavarra.es/gesadj/registroGeneral/instancias/recursos-humanos/contratacion-personal-investigador.pdf>

4.- ACCEPTANCE OF APPLICANTS

4.1.- After the deadline to submit applications is finished, the provisional list of accepted and non-accepted applicants, indicating the reason for non-acceptance. In the case that all applicants are accepted, this list will be approved as the final one.

4.2. Notwithstanding the provisional non-acceptance on grounds of not submitting the documents that rule 2.1, submitting the application after the established deadline or not meeting the necessary requirements to occupy the position applied for will be reasons for irremediable non-acceptance.

4.3.- Those applicants not accepted and omitted may pursue claims and amend, if it be the case, the errors they may have made within the 5 working days after the publication of the provisional list. Applicants who, within the stated deadline, do not amend the non-acceptance will be ultimately excluded from selection process.

4.4.- Once the claims and amendment period has finished, the final list of accepted and non-accepted applicants will be published.

4.5.- Including applicants in the list of accepted to the selection process, as well as in the list of people who have passed the selection process, does not imply in any case that the University acknowledges that they meet the general or specific requirements stipulated on the rules of the call. The certification and verification of these requirements will take place for those applicants who are to be hired, who must submit the original documents when they sign the contract.

4.6.- Inaccuracy, misrepresentation or omission of the original documents – related to those submitted together with the application form – will forbid the signing of the contract and will mean exclusion from the hiring list, in agreement with the declaration signed by the applicant.

5.- SELECTION PROCESS

It will consist of the assessment of the merits of the candidates in agreement with the submitted documents and based on the scale attached as Annex I.

Only the merits submitted before the end of the deadline to submit applications will be considered. Those obtained subsequently will not be considered. In no case will the Selection Committee take for granted the submission of a merit which has not been mentioned or formally submitted, nor will it grant for each of the sections a higher result than the maximum stipulated.

All mentioned merits must be submitted through any legally valid means.

Each of the members of the Selection Committee will assess the merits of the applicants. The arithmetic mean of the points granted to each applicant will be their final result.

6.-RESOLUTION OF THE SELECTION PROCESS

6.1. Once the assessment of the merits submitted by the applicants is finished, the Selection Committee will communicate the Vice-Chancellor for Research the list with the applicants who have passed the selection process, indicating the obtained results.

6.2. The Vice-Chancellor for Research will declare the list of applicants who have passed the selection process approved. This list will be published on the electronic notice board of Public University of Navarre.

6.3. The hiring list generated in this call will be in force for three years following the day after publication.

As long as it is in force, this list may be used when the need arises to hire staff of the same category and nearly equal functions, for a project, contract, agreement, lecture, funds of the institute or research group, respecting at all times the order of preference.

6.4. Those applicants included in the hiring list generated in this call who accept a contract will not be offered to be hired to perform any other position, unless 15 or fewer days are left before the end of their contract.

7.- SELECTION COMMISSION

Chairperson: Dr Antonio Gerardo Pisabarro de Lucas, Full University Professor member of the Department of Health Sciences, by decision of the Vice-Chancellor of Research..

Secretary: Dr Miriam Oses Ruiz, Ramón y Cajal researcher, member of the Department of Agronomy, Biotechnology and Food.

At-large member: Dr. Xabier Guruceaga Sierra, researcher doctor, member of the Agronomy, Biotechnology and Nutrition Department.

SUBSTITUTE SELECTION COMMITTEE

Chairperson: Dr Rosa Murillo Pérez, Associate Professor (tenured), member of the Department of Department of Agronomy, Biotechnology and Food.

Secretary: Dr Idoia Ariz Arnedo, Ramón y Cajal researcher, member of the Science Department.

At-large member: Dr Iñigo Ruiz de Escudero, Associate Professor of the Department of Department of Agronomy, Biotechnology and Food.

The decisions of the Committee will abide in all cases by the provisions established on Law 39/2015, of 1 October, of the Common Administrative Procedure of Public Administrations, and on Law 40/2015, of 1 October, of Legal System of the Public Sector. For the purpose of communications and further matters, the Selection Committee will be based on the Administration and Management building of Public University of Navarre.

8.- PERSONAL DATA PROTECTION

Participation of interested parties in processes called by Public University of Navarre regarding staff management will entail data processing. The entity in charge of the data processing is Public University of Navarre itself.

This processing will be implemented in agreement with the relevant regulations, that is, the General Data Protection Regulation (EU) 2016/679 and Organic Law 3/2018, of 5 December, on Data Protection. The description of data processing is available at the Processing Activities Registry (Registro de Actividades de Tratamiento), published on <http://www.unavarra.es/portal-transparencia>.

Those affected by data processing are mainly applicants of selection processes and UPNA staff. Data processed are name, surnames, ID card no, academic and professional information as well as, occasionally, bank or social security information or any other necessary for the following purpose.

The purpose justifying data processing is to deal with selection, mobility and administrative procedures, certifications or any others related to the competence of UPNA in the matter of Human Resources.

Said purpose is a legitimization of public interest or power, as established on article 6.1.e) or Data Protection Regulation. Its legal foundations are, among other staff regulations, Legislative Royal Decree 5/2015, of 30 October, approving the consolidated text of the Public Employee Basic Statute Act and, if necessary, the Regional Legislative Decree 251/1993, of 30 August, approving the Consolidated Text of the staff employed in the Public Administration of Navarre.

The rights of the interested parties on access, amendment, elimination, opposition and portability, related to the corresponding processing activities, may be exercised before delegado.protecciondatos@unavarra.es in agreement with articles 11 to 18 of the Data Protection Law. In the case of dissatisfaction, you may resort to the Spanish Data Protection Agency on the domain <https://www.aepd.es/>

9.- APPEALS

Appeal for reversal against the acts decided by the Selection Committee can be lodged before the Chancellor within one month following the day of publication or notice of the appealed act.

Against this call, its terms, and any implementation acts not issued by the Selection Commission, an optional appeal for reconsideration may be filed with the Chancellor or, alternatively, a contentious-administrative appeal may be filed directly with the Administrative Courts of Navarre, within one month in the first case and two months in the second, both starting from the day following the notification or publication.

ANNEX I

Selection scale

SCALE TO USE AND/OR TESTS TO IMPLEMENT		
SECTION 1: Academic training of the candidate	Points	20
-Points awarded to the academic record, in this section, will be proportional to the average mark in the 0-4 scale multiplied by 5		
SECTION 2: Experience	Points	40
<p>- Up to 35 points will be awarded for participation in research activities/projects or studies related to the research areas of molecular biology, plant physiology, -omics, mycology, plant pathology, or disciplines closely related to the theme of the project for this call. 10 points will be awarded for each 6-month period, taking into account the relevance of the research topic carried out during the study in relation to the theme of the project associated with this call.</p> <p>- Mobility will be valued: points will be awarded for research stays (which may be part of the studies) in institutions or laboratories other than the one where the Bachelor's or Master's degree was completed: 1 point for three months up to a maximum of 5 points.</p>		
SECTION 3: Publications	Points	10
<p>-- Publications of topics related to the subject of this call (8 points) Articles JCR in Q1: 5 points (first position as author)/ 3 points (another position) Articles JCR in Q2: 3 points (first position as author)/ 1 point (another position) Articles published in Q3 and Q4 will not be considered</p> <p>- Participation in conferences: Only first authorships will be considered (2 points) Oral participation: 1 point Participation poster: 0.5 points</p>		
SECTION 4: Personal interview	Points	30
The candidates with at least 30 points - adding the results of the previous sections - will go through a personal interview. The purpose of the interview is to assess how appropriate the candidates are for the job position.		

The minimum score required to pass the selection process will be 25 points.

The ties that occur in the final result of the selection process will be settled in favour of those who obtain the highest score in SECTION 4. With equal scores, by those who obtain the highest score in SECTION 2. If the tie persists, the selection process will be resolved by lottery.

