



CALL FOR THE SELECTION OF TEMPORARY RESEARCH PERSONNEL TO CARRY OUT SPECIFIC SCIENTIFIC AND TECHNICAL RESEARCH PROJECTS.

The COIE is requested to make a public call for the selection of temporary research personnel to carry out specific scientific and technical research projects to be funded, in accordance with the following:

RULES

FIRST.- PURPOSE OF THE CALL

The purpose of the call is the selection of research personnel (No. of post offered 1), to carry out the Project 'Erasmus Programme, 2021-2027', whose principal investigator is Mr / Mrs. Luis Muñoz Gutierrez of the department / institute Vice-Rectorate for International Relations and Strategy and its funding will be covered by the budget application 02.73.00.Z0.05.422D.226.90 corresponding to the following modality European Commission

SECOND.- FUNCTIONS AND TASKS OF THE POSITION

Technical and administrative collaboration in the direct management of students sent and received within the framework of the Erasmus+ programme, covering all its projects and actions, including Erasmus Mundus Master's degrees. Social media management.

Students sent: document, IT and information management, nominations and relations with destination universities.

Receiving students: support in admission management, visa management, information sessions, organisation of integration activities, academic management and monitoring throughout their stay.

Additional tasks related to the needs of the Vice-Rector's Office.

THIRD.- POSITION CATEGORY AND QUALIFICATION REQUIRED

RESEARCHER - UNIVERSITY DEGREE responsibility I

All Degrees

FOURTH.- REQUIREMENTS FOR APPLICANTS

Applicants must meet the following requirements:

1) Have Spanish nationality or have the nationality of a member state of the European Union or be from any of the states in which, by virtue of international treaties established by the E.U. and ratified by Spain, the free movement of workers is applicable. Likewise, applicants with a nationality other than that mentioned above may submit their application, provided they can prove that they are in possession of a work and residence permit at the time the contract is formalized.

2) To be in possession of the qualification required in this call. Documents issued abroad that are to be used in this procedure must be legalized in accordance with the current regulations (Management circular number 134).

3) Persons who have had a fixed-term contract or production circumstances contract for the same research project or who have been contracted for other projects in the last twenty-four months for a period exceeding eighteen months, taking into account the time of the present job offer, in accordance with the provisions of article 15.5 Royal Legislative Decree 2/2015, of 23 October, approving the revised text of the Workers' Statute Law, may not participate in the selection process.

4) Contracts signed prior to 31 December 2021 under Law 14/2011, of 1 June, on Science, Technology and Innovation, will not be taken into consideration for the purposes indicated in the previous paragraph (Additional Provision 23, section 1).

5) Level C1 in English accredited according to the Common European Framework of Reference for Languages accredited by one of the certifications automatically recognised by the UC:

6) <https://web.unican.es/consejo-direccion/vcinternacionalizacion/Paginas/Certificaciones-reconocidas-automaticamente.aspx>

FIFTH.- APPLICATIONS

In addition to registering for the offer through UC Placement Agency Portal (<https://web.unican.es/agenciacolocacion>), applicants must submit the following documentation to the department/unit within the 8 working days, counting from the day following its publication, or send all scanned by e-mail (vr.internacional@unican.es), indicating the offer to which it refers:

- 'Application form for calls for selection of research personnel', completed. Available on the web site of the placement agency.

- Photocopy of the National Identity Card, or equivalent document.

- Photocopy of the degree or proof of having paid the corresponding fee for issuance of the degree.

- Academic and professional curriculum vitae and supporting documents of the submitted merits.

SIXTH.- DURATION

In order to proceed with the formalisation of the contract once the selection process has been passed, the selected person must meet the requirements established in Article 15.5 of Royal Legislative Decree 2/2015, of 23 October, which approves the revised text of the Workers' Statute Law (modified by Royal Decree-Law 32/2021, of 28 December).

This contract will be for a fixed term and is linked to the execution of a temporary programme financed by funds for the execution of the Recovery, Transformation and Resilience Plan or temporary programmes financed by European Union funds and is signed in accordance with the provisions of the fifth additional provision of Royal Decree-Law 32/2021, of 28 December, on urgent measures for labour reform, the guarantee of employment stability and the transformation of the labour market, will be for 12 months Full-time fixed-term contract, and may be extended until the end of the programme or project and the existence of credit.

SEVENTH.- REMUNERATION

The employee's salary will be 17031,96 (gross salary including the proportional part of the extraordinary payments during the contract).

EIGHTH.- MERITS ASSESSMENT

Once the deadline for the presentation of applications has expired, the Selection Committee shall proceed to evaluate the merits based on the documentation provided, and may agree, if deemed convenient, to conduct a personal interview with all or some of the candidates.

NINTH.- EVALUATION COMMISSION

The evaluation committee will be made up of the following persons:

Mr/Mrs D. Luis Muñoz, Vicerrector de Relaciones y Estrategia Internacional.

Mr/Mrs D. Eugenio Bringas, Director de Área de Relaciones Internacionales.

Mr/Mrs D^a Gemma Castro, Directora Oficina Relaciones Internacionales.

In Santander on August 20, 2025

Signed by the Project Responsible



ANNEX I
MERITS TO BE VALUED

OTHER OFFICIAL QUALIFICATIONS:

No requerido / Not required

EXPERIENCE IN RELATION TO THE WORK TO BE PERFORMED:

(up to a maximum of 2 points):

Experience in assisting domestic and international students.

Experience in the university environment.

Management experience in international environments.

This will be assessed according to the following criteria:

0.1 point per month worked. This score will be multiplied by 2 or 3 if 2 or 3 of the above areas are met.

The dates and types of work and positions held over time must be detailed, together with a brief description of the activities and responsibilities performed, providing certificates, contracts or similar documents from the entity for which the work was carried out, specifying the professional category and the object and contents of the contract.

To justify this section, you must also provide your Social Security employment history and a certificate of the duties performed or an employment contract specifying the professional category or subject matter of the contract.

Part-time services will be assessed in proportion to the coefficient specified in the employment history report.

COMPLEMENTARY TRAINING:

(up to a maximum of 2 points):

Continuing education courses related to the profile of the position (up to a maximum of 1 point).

Degree-level training related to the duties of the position (maximum of 1 point).

LANGUAGES:

(up to a maximum of 3 points)

Advanced language skills will be valued

C2 level in English or higher (2 points).

B1 level in other languages (1 point per language).

Language certifications must meet the requirement included in section 4.

OTHER MERITS:

No requerido / Not required

PERSONAL INTERVIEW:

(up to a maximum of 3 points)

Once the applications have been assessed, a personal interview may be conducted with the highest-rated CVs.

If none of the applicants achieves a minimum score of 6 points, the vacancy may be declared void.