

iMM is recruiting a Lab Manager under an Employment Contract Reference IMM/CT/37-2022

The iMM – Instituto de Medicina Molecular João Lobo Antunes is a leading Portuguese private non-profit research institute that offers a vibrant scientific environment, aiming to nurture innovative ideas in basic, clinical and translational Biomedical Research. Created in 2002, iMM has established itself as a leading national and internationally competitive biomedical institute. Its strategy has been defined by promotion of excellence, leveraged by high-quality human resources, increasing expenditure in infrastructures and knowledge transfer to the society.

What iMM seeks: At this moment, iMM is looking for a Lab Manager to join the Marc Veldhoen Laboratory coordinated by Marc Veldhoen, under the research project, funded “Enhancing TissuE ResideNT ImmuniTY” by “la Caixa” Foundation, to carry out the following activities under the supervision of Marc Veldhoen, aimed at studying tissue immunity mediated by T cells:

- Genotyping and maintaining mouse colonies;
- Ordering and organising lab stocks;
- Practical help with cell isolation, and cell culture;
- Flow cytometry analysis;
- Running an own independent side project

Profile of Candidate

- MSc or PhD in biological sciences and related areas;
- Organised and meticulous with record keeping;
- Good command of the Portuguese and English languages;
- Interest in immunology
- Ability to work independently and as part of a team
- Experience with DNA isolation and PCR
- Experience with animal (mouse) work
- Experience with flow cytometry is an advantage
- Ability to use software such as MS-Office.

What iMM offers: iMM will offer outstanding working conditions in this area in Portugal, including a full-time contract, starting predictably in June 2022.

Working Conditions: Unfixed-Term employment contract for 12 (twelve) months. The gross monthly remuneration of €1150, in accordance with the project budget and iMM Career By-Law. The indicated amount will be subject to the mandatory taxes accordingly to Portuguese Labor Law.

How to apply: The call is open from **6 April 2022 until 28 April 2022** (15 working days), and the application documents (indicated below) submitted, in PDF format, through iMM website by clicking in the “**Apply**” button below the position job ad:

- a) Motivation Letter in English;
- b) Detailed CV;
- c) MSc/PhD Certificate;
- d) Email and telephone contacts of at least 2 (two) references;
- e) Other documents that the applicant may deem relevant to prove their suitability for this position.

Note: Non-compliance with these requirements determines the immediate rejection of application

Non-discrimination and equal access policy: iMM promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

Pursuant to Decree-Law nr 29/2001 of 3rd February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honour, their respective disability degree, type of disability and communication / expression means to be used during selection period on their application form, under the regulations above.

Evaluation Criteria: Applications will be evaluated by Marc Veldhoen, Cristina Ferreira and Silvia Ariotti, in accordance with the following method:

- 1st Phase: Curricular evaluation: 50% and Motivation Letter: 10%;
- 2nd Phase: Interview: 40%

Evaluation Criteria: Applications will be evaluated by Marc Veldhoen (President of the Jury and Responsible for the Project), Cristina Ferreira and Silvia Ariotti, in accordance with the following method: The admitted applications will be evaluated taking into account the expertise, quality, and relevance of the applicants' scientific path (scientific production and research experience), the detailed curriculum of each candidate, and the fit of the applicant's profile to the proposed work plan.

First phase: Curriculum Analysis (50%) and Motivation Letter (10%) - The Curriculum will be analyzed qualitatively in what concerns the relevance of the candidate's experience for the tasks to be performed, including executed and/or published scientific work, with special emphasis on areas related to the work plan (20%); research experience and relevant knowledge in the area of the proposed work plan as described in the candidate's profile, (20%), the fit between the applicant's prior experiences/expertise/relevant knowledge and the work plan (10%). The motivation and interest for the activities to be performed (5%) and the command of the English language (5%) will be analyzed based on the Motivation Letter.

Second phase: The jury will select for the interview (evaluation: 40%) the candidates who obtained a minimum of 50% in the first phase of the evaluation. In the event of a tie, the decision will be responsibility of the chairman of the jury.

Results: Both admitted and excluded candidates list and final classification list shall be posted at iMM website at <https://imm.medicina.ulisboa.pt/jobs/#results> and all admitted candidates will be notified by email.

Preliminary Hearing and Final Decision Deadline: After notification, all candidates have 10 working days to respond. Panel's final decisions are pronounced within a period of 90 days, from application deadline.

Lisbon, 5th of April 2022