

IMM is recruiting a Lab Technician under an Employment Contract

Reference IMM/CT/62-2023

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 Lisboa 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 Technician to join the Mission Lab Facility coordinated by Patrícia Napoleão, under the program *HORIZON-WIDERA-2022-ACCESS-01-two-stage – HORIZON-CSA (Project number 101060102 – IMM – CARE)*, funded by European Commission, to execute the following activities under the supervision of Patrícia Napoleão:

- Performing for the following laboratory tasks:
 - genetic material extraction (RNA and/or DNA);
 - execution of quantitative real-time PCR technique and result analysis;
 - execution of other diagnostic and/or research techniques and methodologies already implemented or to be implement in the future and respective result analysis.
- Responsible for laboratory maintenance and cleaning;
- Responsible for biological samples reception and processing according with internal procedures;
- Report the results of laboratory analysis to the users and/or entities according with internal procedures;
- Responsible for doing the following logistic tasks:
 - preparation and delivery of diagnostic kits to collect several types of biologic samples;
 - responsible for ensuring the designated diagnostic kits are supplied to the Logistic Partner(s);
 - check-in of biologic samples upon arriving at Mission Lab, including registering on informatic systems), according to the internal procedures;
 - check if the status of diagnostic kits, including verifying if all diagnostic kits were correctly delivered and picked-up by the Partner(s) on the final address;
 - check if the status of biological samples, including verifying if all biological samples were correctly picked-up and delivered at Mission Labs by the Logistic Partner(s);
 - notify the Logistic Partner(s) on daily basis of the scheme of deliveries and pick-up.

Profile of Candidate

- BSc and/or MSc degree in Biotechnology/Biochemistry/Life Sciences;
- Experience in biological and pharmaceutical research as lab technician is a bonus;
- Capacity to understand the Mission Labs laboratory work, with demonstrated knowledge in Molecular Biology and/or Biochemistry and also de administrative work;
- Strong team spirit;
- Proficient in English, spoken and written;
- Pro-active and dynamic in response to challenges;
- Willingness to embrace Digital ways of working (use different digital tools);
- Effective communication skills.

What IMM offers: IMM will offer outstanding working conditions in this area in Portugal, including a full-time contract, starting predictably in October 2023, and the possibility to work in the interface of research and research support facilities.

Working Conditions: - 12 (twelve) months unfixed-term employment contract; - Gross monthly salary based in the experience and merit of the candidate, in accordance with the funding budget and iMM Career By-Law, as well as Holidays and Christmas allowances subject to the current mandatory taxes accordingly to Portuguese Labor Law. A meal allowance will also be paid in the amount of 6€ per each working day.

How to apply: Please submit your Motivation Letter in English, Detailed CV, BSc and/or MSc degrees certificates and contacts of 2 references in PDF format through iMM website by clicking in the “Apply” button below the position job ad, **from 28th of July until 31st of August 2023.**

Note: *Candidates who incorrectly formalize their application or do not submit the documents proving the compliance with the requirements indicated in the call will be excluded. The jury has the right to require to any candidate, in case of doubt, to present documents proving their statements.*

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.

International environment and experience: Diversity is a fundamental aspect of the essence of iMM, where researchers and non-researchers of different nationalities, backgrounds and areas of study work together, promoting the exchange of experiences and interactions, contributing to the personal and professional development of each person and to the existence of an international, inclusive and stimulating environment.

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 Patrícia Napoleão, Yulia Carvalho and Sandra Protásio, in accordance with the following method:

- **1st Phase:** Curricular evaluation (60%) and Motivation Letter (10%)

Based on the Curriculum, it will be analyzed qualitatively, and in what concerns to its content and relevance for the tasks to be performed, namely:

- BSc and/or MSc degree in Biotechnology/Biochemistry/Life Sciences (20%);
- Previous experience in biological and pharmaceutical research as lab technician (20%);
- Capacity to understand the Mission Labs laboratory work, with demonstrated knowledge in Molecular Biology and/or Biochemistry and also de administrative work (10%);
- Effective communication skills and pro-active and dynamic in response to challenges (10%).

Based on the Motivation Letter, it will be analyzed:

- Motivation and interest for the activities to be performed (5%);
- Written communication in English language (5%).

- **2nd Phase: Interview (30%)** -The jury will select for the interview the 3 candidates who obtained in the first phase the highest ranking, with a minimum of 30%, or the number of candidates, up to 3, who obtained in the first phase a minimum rating of 30%. In the event of a tie, the decision will be responsibility of the chairman of the jury.

Based on the Interview, the jury will evaluate:

- o Capacity to understand the Mission Labs laboratory work, with demonstrated knowledge in Molecular Biology and/or Biochemistry and also de administrative work (7.5%);
- o Capacity and pro-active and dynamic in response to challenges (7.5%);
- o Fit to the team (7.5%);
- o Effective communication skills (7.5%).

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.

The present call is exclusively aimed at filling the indicated vacancy and may be terminated until the homologation of the final candidates' ranking list and expires with the respective occupation of the position on offer.

Lisbon, 27th of July 2023

