



Annex II

Paleoproteomics Laboratory Technician

REF: 09/2024 TEC. PALEOPR. TASA

CALL SUMMARY	SCORE	CUTOFF
I.- EXAMINATION PHASE Practical exercise (maximum 50 points) English test (maximum 10 points)	60 points	30 points
II.- COMPETITIVE MERITS PHASE II.1 Qualification (max. 2 points) II.2 Specialized training (max. 5 points) II.2 Professional experience (max. 15 points) II.3 Competences associated to the duties (max. 18 points)	40 points	25 points
TOTAL SCORE	100 points	55 points

CIF: S0900008D

A. SELECTION PROCESS DEADLINES

A.1 Application deadline

Applications may be submitted at any time from publication of the notice on the CENIEH website up to October 20th 2024 at 2 pm.

A.2 Process phase durations

- The first phase of the selection process, which is compilation of the Final List of Admitted and Excluded Candidates and evaluation of compliance with the minimum requirements, shall last at most 1 month.
- The second and third phases, which are the examination and competitive merits phases, shall last for at most 1 month each.

B. SELECTION COMMITTEE

Ordinary and alternate members for this selection process have been appointed by Management and are listed in Annex I.

The president shall hold a casting vote.



C. POSITION, DUTIES AND COMPETENCES

C.1 Characteristics of the Position

The contract shall be for an indefinite term, with a trial period of six months. The position falls within the Technical Area. The professional classification shall be Group II, level B.2, **professional category of Specialist Technician**, and the remuneration for the post shall depend on the merits (experience and CV) of the selected candidate, in accordance with the salary tables in force in the First Collective Agreement of the Consorcio CENIEH published in the Boletín de la Provincia de Burgos no. 8, on January 12th 2012.

C.2 Duties of the Position

The Paleoproteomic Laboratory is a newly established space at the ICTS Centro Nacional de Investigación sobre la Evolución Humana (CENIEH). This Laboratory enables the extraction and study of proteins from archaeological and paleontological samples, relevant to the study of human evolution. Samples are prepared for a variety of analytical methods, with a focus on MALDI-TOF MS and LC-MS/MS measurements.

To be able to conduct analyses in the cited fields of study this space will be equipped with specific equipment, including: 1) drilling and sample preparation equipment; 2) equipment required for buffer preparation and protein extraction; 3) multiple clean room environments; and 4) an in-house MALDI-TOF MS.

Within the Technical Area, and reporting to the Laboratory Manager, and in coordination with the Laboratory Researcher the person appointed will develop and maintain the capacities and characteristics of the Laboratory up to date, as well as methods to enhance its analytic capacity in the field of molecular paleobiology.

To this end, he/she shall bear the following tasks and responsibilities, among others:

- Testing and establishing standard protocols for the extraction of proteins from multiple tissue types.
- Experimental design and performance of experimental work using the equipment available in the Laboratory.
- Maintenance and management of equipment, chemicals, and supplies in the laboratories, including purchasing consumables from vendors.
- Data analysis for both MALDI TOF MS and LC MS/MS datasets.
- Provide services to users of the CENIEH-ICTS (both internal and external) and technical advice about the use and applications of the available and appropriate instrumental techniques, supporting the services. Advise, when requested, on the compilation of reports, and sign them where applicable.
- Manage acceptance of samples, ensuring that the user requirements are documented and interpreted, and keeping up fluid communication to track these.
- Promote the efficacy and continuous improvement of the Laboratory and the CENIEH itself in accordance with its Quality and OHS Policy, by means of the Quality and OHS Management System, and undertake the OHS duties and responsibilities appropriate to the position.



- Participate in R+D projects, contracts, scientific-technical training and outreach programs, and advise within the scope of the post, in a manner consistent with the other duties.
- Participate in any other tasks proper to their scope or, where appropriate, their professional group, that are necessary to meet the objectives of the position, the Laboratory, and the Center.
- Guarantee the correct operation of the Laboratory equipment, compliance with good practices, and safety and hygiene in the Laboratory.
- Manage on the efficacy and continuous improvement of the Laboratory as an ICTS, meeting the standards in the quality control system (ISO9001:2015) in place at the CENIEH.

From hiring up to December 31st 2025, the main purpose of the appointee's contract shall be the commissioning of the CENIEH's new Paleoproteomics Laboratory, and the development and implementation of the protocols necessary for its operation. During this period and for this purpose, the contract will be **funded by the grant awarded by Resolution of the Subdirección General de Grandes Instalaciones Científico-Técnicas**, dated October 26th 2022, under the Order of May 13th 2022 which approves the offering for 2022 of grants for the Unique Scientific and Technical Infrastructures ("ICTS") under the auspices of the Recovery, Transformation and Resilience Plan ("PRTR"), with the specific award, **reference ICT2022-007840**, for a total sum of €1,053,000, for execution of the memorandum submitted, which includes the hiring of relevant experts for commissioning and development of the Laboratory.

C.3. Competences of the Position

The fundamental competences of the position are:

- Planning and organization.
- Teamwork.
- Capacity for communication.
- Linguistic competence in English, equivalent to level B1 of the Common European Framework of Reference for Languages.

D. REQUIREMENTS FOR PARTICIPATION AND THEIR ACCREDITATION

To participate in this call, it is indispensable to meet every one of the following requirements by the deadline for applications:

1. Bachelor's degree, bachelor's plus master's or double honors, of at least 300 ECTS, in Chemistry, Biology, Medicine, or other field of study closely related to the duties of the position.
2. Minimum experience of 2 years of effective performance of the duties and competences listed in sections C.2 and C.3, at public or private research, technology, university, R+D+I, or similar centers.



Those who wish to participate in this process should send the following documentation or accreditation:

1. Curriculum vitae (*)
2. Memorandum of professional experience. The maximum length of this memorandum shall be two sides of one sheet (font size Arial 11 or equivalent).
3. Contact data of at least one professional contact, to request references.
4. Employment history issued by the Tesorería de la Seguridad Social and/or equivalent document for professional experience abroad, issued by the host institution.
5. Copy of DNI, NIE or passport.
6. Academic qualification to be considered in the selection process.

(*)The courses and other merits claimed must be duly justified at the moment of application. Otherwise, they will not be taken into account.

E. EXAMINATION PHASE

The maximum score for this phase shall be 60 points. It shall be eliminatory.

Candidates will receive an invitation by email and/or regular mail to inform them of the arrangements for this examination, **which is expected to take place during the week of November 4rd 2024.**

The in-person examination will consist of three parts:

- 1) Test or Practical exercise, with a maximum score of 50 points, on the following topics:
 - Handling and preparation of ancient samples to avoid contamination inside the laboratory;
 - Current protocols for the extraction of proteins from a range of ancient samples with a focus on bones, dentine, and enamel;
 - Data analysis workflows for MALDI-TOF and LC-MS/MS data.
- 2) English test, with a maximum score of 10 points, to assess the English knowledge requirement for the post, level B1.

LEVEL	SCORE
C	10.00
B2	5.00
B1	2.50
A2	000
A1	000

It is mandatory to undergo the 2 tests of this phase. Candidates who do not present themselves for both tests will be automatically excluded from the process.

The maximum duration of test 1 shall be 60 minutes. This will be followed by a break of 30 minutes, and then the English test will be conducted immediately.

To pass this phase, it is required to reach a **minimum total score of 30 points between the two tests.**

F. COMPETITIVE MERITS PHASE

The maximum score for this phase shall be 40 points.

1. Academic merits: Maximum score of 2 points

Evaluation criterion:

- 2 points for bachelor's degree, bachelor's plus master's or double honors, of at least 300 ECTS, in Chemistry, Biology, Medicine, or other field of study closely related to the duties of the position.
- 0.5 points for all other qualifications.

Form of accreditation: Photocopy of university degree, or academic certification that all the studies necessary for award of the same have been passed. Qualifications obtained abroad must have been duly validated.

2. Specialized training (maximum 5 points)

Evaluation criterion:

- Training acquired for award of a doctorate on a topic akin to the duties of the position (max. 2 points)
- Training acquired for award of master's, if not already assessed in the academic qualification section (max. 1 point).
- Courses on quality or OHS management systems, or others contributing to the duties of the position (0.5 points per course up to a maximum of 2 points).

Form of accreditation: Photocopy of the qualifications, diplomas or certificates of the courses, including the syllabus and/or content and the duration in the memorandum of merits to be appraised.

3. Specialized experience (maximum 15 points)

Evaluation criterion:

- Training and experience in the extraction and measurement of proteins for a MALDI-TOF MS, including data handling and computational analysis (maximum 2 points)
- Training and experience in the extraction and measurement of proteins on an LC-MS/MS, including data handling, data pipeline, and computational analysis (maximum 3 points)
- Experience in de novo sequencing of proteins from mass spectrometry data



CONSORCIO
CENIEH

Centro Nacional de Investigación
sobre la Evolución Humana



Financiado por
la Unión Europea

NextGenerationEU



(maximum of 3 points)

- Experience in the analysis of ancient samples, samples likely to have low protein concentration or poor biomolecular preservation, and samples prone to contamination (maximum 3 points)
- Work experience in clean laboratories (0.5 points per year up to a maximum of 2 points)
- Work experience at laboratories with quality standards in place. Experience with ISO 9001 and ISO 17025 will be assessed, while work in environments with other quality and/or OHS standards may be considered too (0.5 points per year up to a maximum of 1 point)
- Other merits contributing to the duties of the position (mobility or stays abroad, etc.; maximum 1 point)

Form of accreditation: Employment history, letters of reference, certification of services, etc., and a **memorandum of professional experience** of maximum length two sides of one sheet (font Arial 11 or equivalent).

4. Fit with the competences associated to the position (maximum 18 points)

Evaluation criterion:

Candidates will be called for a personal interview at which a series of questions will be put to them to evaluate their suitability with regard to the level of the work competences required, to delve into the technical skills accredited, and their fit to the position, in terms of the following scale:

COMPETENCE	VERY GOOD	GOOD	AVERAGE	NO SCORE
TECHNICAL COMPETENCES	6	2	1.00	0
PLANNING AND ORGANIZATION	4	2	1.00	0
TEAMWORK	4	2	1.00	0
COMMUNICATION	4	2	1.00	0

This will take place in person or by videoconference, the maximum duration will be 60 minutes, and it will be conducted in Castilian.

The final score of the competitive merits phase will be the sum of the scores obtained under the different headings, considering that the minimum score necessary to pass this phase will be 25 points.