



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

## OFFER OF TEMPORARY EMPLOYMENT FOR ONE TECHNICIAN FOR THE COSMOGENIC NUCLIDES LABORATORY

**REF: 13/2021 TECN COSMOG.**

### **1. General guidelines**

The selection process has been convened for one temporary position of support technician for the Cosmogenic Nuclides Laboratory, in accordance with the Resolution Ref.005637/2020 - 200471 by the Dirección General de Costes de Personal y Pensiones Públicas and the Dirección General de la Función Pública (MINHAP), which authorizes the Annual Quota of temporary positions at the CENIEH for the year 2021, pursuant to the thirty-second Additional Provision of the Act 11/2020, of December 30th, on the National General Budget for the year 2021.

The selection process will be carried out through the competitive merit system, respecting the constitutional principles of equality, merit, capacity and transparency, with the valuations and scores specified below, in accordance with the procedure and criteria specified below, in the corresponding section.

### **2. Purpose of the contract, duration and remuneration**

The CENIEH seeks a person who is organized, meticulous, motivated, willing to learn and work on a multidisciplinary and international team, for the purpose of training him/her in the specific duties of a Technician at the Cosmogenic Nuclides Laboratory and thus give support to this Laboratory, which began to open in 2021. This position shall be particularly centered on enhancing the capacity of this facility in the processing of geological samples to analyze the meteoric isotope beryllium-10 ( $^{10}\text{BeM}$ ) in the research field looking at the production, transport and deposition of sediments.

With regard to the duties, the following are highlighted:

- Physical-chemical preparation of geological samples. The candidate selected will be trained in each step of the preparation of the  $^{10}\text{BeM}$  sample. Preparing the  $^{10}\text{BeM}$  sample includes acid treatment of sediments and extracting the beryllium using ionic chromatography. The complementary measurement of beryllium is also performed using ICP-MS. Upon request, the person selected will be included as co-author in publications or other forms of dissemination related with this task.
- Participation in calibrations, verifications and maintenance of the laboratory equipment and the quality assurance processes for the tests, experiments and measurements, waste management, dissemination of the results, etc... and any other task of the laboratory (crushing, screening, data recording, etc...).
- Taking samples of geological materials, participating in fieldwork if required.



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

All the actions shall be carried out in compliance with the procedures and quality standards already established at the Center, subject to training and supervision by the researcher of this line of research, Dr. Toshiyuki Fujioka, and other technicians of the Laboratory.

For further information about the Cosmogenic Nuclides Laboratory, visit the CENIEH website:

<https://www.cenieh.es/en/infrastructure/laboratories/cosmogenic-nuclide-dating>

The contract to be formalized shall be for an internship (article 11.1 of the Legislative Royal Decree 2/2015), full-time, for 38.5 hours per week, with gross annual salary of approximately €19,700, for a duration of 24 months.

The estimated start date required is 09/12/2021.

All the salary costs generated by this contract (the gross salary and the employer's Social Security contribution) shall be borne by the CENIEH.

This position falls within the Technical Area, reporting to Dr. Toshiyuki Fujioka, within Professional Group II, Level B.2, professional category of specialist technician, in accordance with the professional classification and 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.

### 3. Requirements of candidates

Minimum requirements that applicants must meet by the application deadline to be admitted to the selection process:

- **Training:** University degree plus master's in Chemistry, Physics or Geology (Spanish Higher Education Qualifications Framework (MECES) level 3, or 300 ECTS). Possession of the qualification demanded by the specific requirements, or accreditation of payment of the fee for its issue.
- **No more than five years** (or seven years if the contract is agreed with a disabled worker) **may have elapsed since the required studies (master's) were completed.**
- Not have previously availed of an internship contract, in accordance with the provisions of article 11.1 of the Labor Act.
- **Level of English:** At least B1.

Assessable requirements are detailed in point 6.

### 4. Applications

Those who would like to participate in this process should send the following documentation, indicating the reference **13/2021 TECN COSMOG**, via the CENIEH website, by email to the address [rrhh@cenieh.es](mailto:rrhh@cenieh.es), or else by regular mail to the address Paseo Sierra de Atapuerca no. 3, 09002 Burgos, Spain:

1. Curriculum vitae detailing the specific training and experience (if applicable) to be assessed in the process. The courses and other merits claimed must be duly justified at



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

the moment of application. Otherwise, they will not be taken into account. If available, facilitate also evidence of participation in papers, conferences, technical reports...

2. **Letter of motivation with** description of technical experience (detailing at least the place where it was gained and the name of a contact person **for the student placement or extracurricular placement if applicable**), of maximum length one sheet on both sides (font Arial 11 or equivalent).
3. Academic qualification or certification to be considered in the selection process, showing the completion date.
4. **Academic transcript** or equivalent documentation of accreditation.
5. Employment history issued by the Tesorería de la Seguridad Social, or equivalent certificates for those who have worked in another country.
6. DNI, NIE or passport.

Failure to submit the aforementioned documentation will result in the exclusion of the candidate, although any defect in the documentation may be corrected within the period facilitated for the purpose.

For the purposes of the evaluation process, only the information included in the curriculum vitae on the closing date for applications will be taken into account. Subsequent update of information included in these documents will not be possible. The merits claimed must be held by the deadline for applications and must be appropriately documented for them to be assessed.

Applications may be submitted at any time **up to November 11th 2021, at 2 pm.**

## 5. Selection Committee:

Management will appoint the members of the Selection Committee who will evaluate the applications received for the positions offered publicly in this call, and who will make a proposal for the award of the aforementioned position.

The composition of the Selection Committee will be based on the principle of a balanced presence of women and men, except for justified and objective reasons duly explained.

The members of the Selection Committee appear in Annex I.

The Selection Committee is composed of the following members:

- |                      |                                 |
|----------------------|---------------------------------|
| 1. President:        | Dr. Toshiyuki Fujioka           |
| 2. Member:           | Dr. Josep M. Parés              |
| 3. Member:           | Dr. M <sup>a</sup> Isabel Sarró |
| 4. Secretary:        | Carmen Gutiérrez Díez           |
| Alternate Member:    | Leticia Miguens Rodríguez       |
| Alternate Secretary: | Pilar Santa María Estébanez     |

All members of the Committee have been duly informed of the aforementioned evaluation criteria for assessing the candidacies submitted for the call.



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

The members of the Selection Committee shall refrain from intervening when the grounds for abstention provided for in the Act 39/2015, of October 1st, on the Common Administrative Procedure of the Public Authorities are applicable. Likewise, applicants may challenge the members of the Committee if the aforementioned circumstances apply.

The Selection Committee, pursuant to article 14 of the Constitution of Spain, will ensure strict compliance with the principal of equal opportunities for both sexes.

The personal data of the members of the Selection Committee that may be handled by the Consorcio CENIEH shall be protected by the regulations on the Protection of Personal Data, and processed and incorporated into the "Human Resources" processing activity, for the purposes of this selection process. The legal grounds for the processing of their data shall be the execution of a contract or precontractual measures. The data provided shall be retained for the period necessary to comply with the legal obligations. Data shall not be transferred to third parties except where required by law, and you may lodge any complaint with the Agencia Española de Protección de Datos ([www.agpd.es](http://www.agpd.es)).

According to the regulations on data protection, and in particular, article 5.1.f) of the General Data Protection Regulation 2016/679/EU (the "GDPR"), members of the Selection Committee are obliged to maintain confidentiality and professional secrecy with respect to the personal data they may handle as part of their duties in the selection process.

For the purposes of communication and other incidents, as well as to exercise their rights to access, rectification or erasure, restriction of processing, portability and/or opposition, the data subject can contact the data controller: Consorcio CENIEH (Delegado de Protección de Datos), Paseo Sierra de Atapuerca no. 3, 09002 Burgos, Spain, or [protecciondedatos@cenieh.es](mailto:protecciondedatos@cenieh.es)

## 6. Selection process:

The Selection Committee will examine the applications received to determine whether they comply with the requirements given in point number 3 and the documentation in point number 4 of this call, formalizing for this purpose a *Provisional list of admitted and excluded candidates*.

Candidates will be notified of a period of 5 working days for the correction of documentation, counted from the day following publication of this list, although under no circumstances may this procedure be used to add to, complete or modify the documentation submitted initially.

Once this period has elapsed, the *Definitive list of admitted and excluded candidates* will be published.

Only the applications that appear as Admitted on this Definitive List, which will be approved by all members of the Selection Committee, will be passed onto the next phase, the curricular evaluation.

The Human Resources Department of the CENIEH will be the body responsible for the custody and control of all documentation related to the selection process.

The admitted candidates will begin the selection process according to the phases and evaluation criteria detailed as follows:



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

A **curricular evaluation** will be conducted, up to a maximum of 10 points, according to the following criteria:

- Academic training of bachelor's degree plus master's related to the duties of the post, in Chemistry, Physics or Geology (max 2)
- Specialist training, duly accredited and related to the duties of the post (max 1)
- Academic transcript (max 1)
- **Essential:** Knowledge/experience in handling chemical products, acids, bases (for instance, although not exclusively, HCl, HNO<sub>3</sub>, H<sub>2</sub>SO<sub>4</sub>, H<sub>2</sub>O<sub>2</sub>, NaOH, NH<sub>3</sub>, etc.) for elemental and/or isotopic analysis and/or any physical-chemical characterization of geological samples (such as, but not exclusively, water, dust, rock, sediments, etc.) (max 2)
- **Essential:** Knowledge/experience in physical-chemical preparation of samples (for instance, although not exclusively, magnetic separation, density separation, ion exchange chromatography, controlling pH, etc.) for elemental and/or isotopic analysis and/or any physical-chemical characterization of geological samples (such as, but not exclusively, water, dust, rock, sediments, etc.) (max 2)
- Knowledge/experience in handling HF (max 0.5)
- Knowledge/experience of measurement using analytic mass spectrometry techniques like ICP-OES, ICP-MS, AMS (max 0.5)
- Knowledge/experience of taking geological samples in the field (for example, although not exclusively, water, dust, rock, sediments, etc.) for elemental and/or isotopic analysis and/or any physical-chemical characterization (max 0.5)
- Other merits furnishing knowledge or skills relevant to the duties of the post, such as, working experience at laboratories with quality standards in place (especially ISO 9001, ISO 17025) (max 0.5)

Applicants must obtain a minimum of **5 POINTS** (which must include all the essential criteria) in the curricular evaluation to pass to the next phase. If no candidate achieves the minimum required score, the position will remain vacant.

Candidates who have passed the previous phase will be called for a **personal interview**, aimed at assessing more accurately their level of the required competences: both the technical skills and knowledge of the English language and professional aptitudes (person who is organized, motivated, is willing to learn and work in multidisciplinary and international teams, who likes working in teams and shows initiative).

This will take place in person or by videoconference, the maximum duration will be 45 minutes, and it will be conducted in both English and Castilian, interchangeably.

The interview will bear a **maximum score of 10 points**.

The score awarded in the curricular evaluation phase may be rectified if it is subsequently verified that the information provided in the CV is inaccurate.



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

Applicants must obtain a minimum of **6 POINTS** in the interview evaluation to pass this phase. If no candidate achieves the minimum required score, the position will remain vacant.

Once the relevant selection phases have been completed, the individual evaluations obtained in each phase will be added together. The position will be obtained by the candidate who accumulates the highest score in the range between **11 and 20 POINTS**.

Each member of the Committee shall score each candidate individually, with the average of each applicant's score being calculated to yield their final score for each phase. The score can be rectified if the information provided in the CV is subsequently found to be inaccurate.

Within a maximum period of eight weeks from the application deadline, the Committee will record its hiring proposal for the aforementioned position in the Resolution Act, which will include both the proposed candidate and two alternates to fill the position offered, for subsequent approval by Management.

If, in the opinion of the Committee, no suitable profile has been found among the candidates, the post may remain vacant.

Any discrepancies which might arise out of the interpretation or application hereof shall be settled by the Selection Committee.

Once the selection process is finished, all documentation referring to it shall be returned to the Human Resources Department of the Consorcio CENIEH, the body responsible for its custody and control.

Throughout the selection process, documentation about it shall be available to candidates from the Human Resources Department, which will also inform each applicant about the progress of the process as well as the results obtained. Similarly, any questions or queries about the process must be addressed to this department.

## **8. Resolution of the selection process**

Once the final hiring proposal has been approved by Management, it will be published on the CENIEH website and in such other places as deemed appropriate.

Human Resources will contact the selected candidate to obtain the necessary documentation to formalize the temporary employment contract under the terms set out in point 2. A greater number of contracts may not be formalized than positions announced (1).

The candidate selected will have to pass a trial period of 2 months during which Dr. Toshiyuki Fujioka will evaluate his/her proper performance in the position, and issue the appropriate certification at the end of that period.

In order for the contract to be valid and effective, the proposed candidate must submit to a medical examination by the OHS Service of the CENIEH and be declared "fit" for the duties of the position.

In the event that the proposed candidate does not submit the appropriate documentation by the deadline set, does not meet the requirements demanded or declines the offer, the result of the evaluation of the trial period is unfavorable, or he/she leaves the post during its term, the position may be awarded to the next candidate(s) in the list set out in the Resolution Act, provided no more than 1 year has elapsed.



# CENIEH

Centro Nacional de Investigación  
sobre la Evolución Humana

Similarly, the list of alternates in the Resolution Act may be used to hire applicants for other temporary posts of a similar nature for which the profile and requirements demanded are identical to those of the present offer. When the cited list is used to fill posts in research projects other than the present one, it shall be valid for 24 months counted from the publication of the Resolution Act.

The present Call, which exhausts available administrative remedies, may be challenged by filing suit before the Juzgado de lo Contencioso-Administrativo of Burgos, within a period of two months counted from the day following its publication on the CENIEH website. It is also possible to file an appeal for reconsideration with the Director within a period of one month from the day following its publication. In this case, the aforementioned suit before the Juzgado de lo Contencioso-Administrativo may not be filed until the appeal for reconsideration has been expressly resolved, or presumed to have been dismissed.

Similarly, all acts arising out of this Call and the actions taken by the Selection Committee may be challenged in the circumstances and in the manner provided for by the Act 39/2015, of October 1st, on the Common Administrative Procedure for the Public Authorities.

In Burgos,

Signed: Dr. María Martín Torres  
Director of the Consorcio CENIEH