

UNIVERSITY OF CYPRUS
biobank.cy
CENTER OF EXCELLENCE IN BIOBANKING AND BIOMEDICAL RESEARCH
VACANT POSITION FOR A SPECIAL SCIENTIST – QUALITY MANAGER

Title: Special Scientist – *Quality Manager*
Number of positions: One (1)
Category: Contract for 2 years, with potential for renewal
Place of employment: University of Cyprus, Nicosia

The biobank.cy Center of Excellence in Biobanking and Biomedical Research of the University of Cyprus has one opening for a Special Scientist, funded by the research program: Biobanking and the Cyprus Human Genome Project (CY-Biobank), which is co-funded by the European Commission, the Republic of Cyprus and the University of Cyprus. Depending on needs and objectives, the funding of the position may be also from other sources.

biobank.cy Center of Excellence

Established in 2019, the biobank.cy is developing the first Biobank in Cyprus while it aspires to fostering front-line research on human genetic diseases and offer better prospects for diagnosis, prevention and therapy, in the framework of precision medicine.

Required Qualifications:

The candidate must possess:

1. BSc in Biological Sciences or any other related biomedical field
MSc in Molecular Biology/Genetics or any other related biomedical field
2. Experience with quality management systems and implementation of ISO standards e.g. ISO 9001:2015 and ISO 15189:2022. Knowledge of ISO 20387:2018 will be considered as an advantage
3. Clinical laboratory experience will be considered as an advantage
Very good computer skills in the MS Office tools, and familiar with document management and data analysis solutions

Candidate Profile:

The candidate is expected to work in a multidisciplinary project funded by the EU and other sources and is required to show effective communication and collaboration skills, be able to take initiatives and have strong organizational skills.

Responsibilities:

- Responsible for the maintenance and continuous improvement of an ISO 9001:2015 certified quality management system.
- Full integration of ISO 15189:2022 and ISO 20387:2018 standards to the existing quality management system. Implementation of a comprehensive quality management system for the biobank.cy CoE based on relevant international standards, technical specifications, guidelines, and best practices.
- Work towards ISO15189:2022 and ISO20387:2018 accreditations.
- Responsible for the development of efficient quality processes and SOPs. Implementation of quality assurance and control measures for both, sample and data management processes, of the biobank.cy
- Responsible for preparing training material and training sessions for the employees.

- Performs internal audits and determine whether there is need to modify or upgrade procedures to comply with requirements and regulations.
- Preparation of presentations and documents for biobank.cy
- Co-ordinate and prepare quality relevant operational developments for the managing director of biobank.cy

Terms of employment

The position is for a two-year full-time contract with the possibility of renewal depending on funding. Funding may be from the CY-Biobank project or from projects funded from other sources, depending on actual needs. The monthly gross earnings will range depending on qualifications from €2500-€3500. Employee contributions will be deducted from this amount. The program does not provide for the payment of 13th salary.

Submission of applications:

- A letter expressing interest for the position with a brief description of qualifications relevant to the opening (1 page).
- A brief Curriculum Vitae with description of previous experience (3 pages).
- Copies of degrees.
- Contact details of at least two people qualified to provide references upon request.
- Certificates attesting to the good knowledge of the greek and english language, unless this is attested by the mother tongue of the candidate or he/she is a graduate of a greek/english school/University.

At least the best three candidates that satisfy the required qualifications, will be interviewed by a 3-member Committee. Candidates shall be informed of the result of their application by the relevant entity. The University of Cyprus shall collect and process your personal data according to the provisions of the General Regulation on Personal Data 2016/679 (EU).

The University of Cyprus (UCY) is committed to promoting inclusivity, diversity, and equality, as well as the elimination of all forms of discrimination in order to provide a fair, safe, and pleasant environment for the entire university community, where students and staff members will feel supported both in their professional and personal development, within and beyond their multiple identities. To this end, UCY seeks to create the necessary conditions that will encourage and respect diversity and ensure dignity both in the workplace and society at large. Moreover, UCY has adopted specific policies to promote equal opportunities, as well as respect and understanding of diversity, while it is committed to promoting and maintaining a working, teaching, and learning environment, free from any form of discrimination, whether direct or indirect.

Applicants need not be citizens of the Republic of Cyprus. Applicants should however ensure, before applying, that in case they are selected they will be residing in Cyprus on a full-time basis during the employment period. Submission of application implies acceptance of this condition.

The application material should be sent electronically as one single pdf file to biobank@ucy.ac.cy , at the latest until February 28th 2024.

For more information the candidates may contact the biobank.cy Center of Excellence by phone at +357 22892815 or by email at biobank@ucy.ac.cy.