Outreach management

HEAD OF SERVICE:
Alfonso Mora

COORDINATOR:
Miguel Vicente

Through the organisation of meetings, workshops and lectures, the CNB maintains scientific contact with researchers worldwide. Our website allows us to inform other scientists as well as laypeople of our activities. We elaborate press releases and documentation to help journalists explain the work our scientists develop at the CNB to a broader audience.

In collaboration with national education agencies, we are trying to reach high school and graduate students by organising visits, talks and activities for pupils and/or teachers. As part of our program to bring science to society, over the past two years more than 1,000 students visited the CNB.

Library

HEAD OF SERVICE:
Mª Dolores Aparicio Trujillo

SERVICES:
• Acquisition, technical processing, cataloguing and classification of monographs and serial publications
• Home-lending to personnel and laboratories
• Interlibrary loan service
• Reading room
• Access to online databases, e-journals and e-books
• Information and reference service

Human resources

HEAD OF SERVICE:
Marina Hernando Bellido

PERSONNEL:
Javier Tortosa Nieto
María Jesús Torrado Macías
Luciano López Hernández
Information technologies

HEAD OF SERVICE:
Sonia de Diego

PERSONNEL:
Óscar Bodas
Íñigo Oficialdegui
Alberto Sánchez

SERVICES:
• Microinformatics support
• Registry of equipment on the network
• E-mail accounts
• Management of distribution lists
• Management of network infrastructure (cable and wireless)
• Shared archive servers
• Information systems security
• Remote access
• Web server (not content)
• Registry of DNS equipment
• Internet protocol telephony (shared with General Services)
• Server backups

Economic management

HEAD OF SERVICE:
Mariano Muñoz Jiménez

PERSONNEL:
Rafael López Laso
Elena Barreda García
Mª José Gregorio Usanos
Mª Virginia Hortal Roble
Irene Vera Jiménez
Diana Gloria Pastor Calero
Carmen Berreiros Cano
Mª Ángeles Lumbraeras Carrasco
Mª Jesus Raboso Pérez

We support researchers in their administrative needs, making payments, revenue control, travel management and cost justification, etc.

Project management

HEAD OF SERVICE:
Soraya Olmedilla María

PERSONNEL:
Aurora Cabrero Alonso
Pilar Ara Laúna
Daniel Martín Hernando
Moira Torrent Enjuto
Purchasing and supplies
HEAD OF SERVICE:
Ramon Serrano Coronado
PERSONNEL:
Mª José Caballero Martín
Gloria del Sastre Martín
Julio Díez Álvarez
Antonio Pastor Encabo
Juan Carlos Bermudo Zamora
Héctor Hernández Redondo

Maintenance service
HEAD OF SERVICE:
Antonio Dueñas
PERSONNEL:
Enrique Mejías
Fulgencio Moreno
Conrado Pedraza
Jesus González
Juan Carlos Cuenca
Alfonso García

Instrumentation service
HEAD OF SERVICE:
Ismael Gómez López
PERSONNEL:
Carlos González Redondo
Juan Ignacio Golpe de la Fuente

DIO management
HEAD OF SERVICE:
Antonio Rodríguez Terán
PERSONNEL:
Coral Bastos
Catherine Mark

Workshop
HEAD OF SERVICE:
Daniel Pastora

General services
HEAD OF SERVICE:
Gabriel Sanchez de Lamadrid
PERSONNEL:
Julían Grande
Manuel Grande
Vicente Martín
David Suárez

PHOTOGRAPHY:
Inés Poveda
BUILDING CONSTRUCTION AND RENOVATION:
Javier Zarco

Security
HEAD OF SERVICE:
Sócrates Gutiérrez
PERSONNEL:
Angeles Ferreiro