

CALL FOR TEMPORARY POSITION

Project Manager (Tècnic Mitjà de Suport a la Recerca - Grup 2)

ICTA

Deadline for applications:	rolling
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Objective:

- Project Manager of the FP7 Mediterranean Sea Acidification in a changing climate (MedSeA) project coordinated by UAB
The project manager will assist the Project Coordinator in the day-to-day project management.

Tasks:

- Project administration and financial management
- Elaboration of project reports for the European Commission
- Follow-up of project deliverables according to the Work-plan
- Communication with project partners
- Drafting of newsletter
- Communication with the EC
- Organization of project meetings
- Project Data Management

Requirements:

- Strong communication skills (verbal and written)
- Demonstrated experience in managing international/European partnership
- Knowledge in EU Framework Programme
- Knowledge of office software programs and web-based portal
- High level of spoken and written English
- Organizational and time-management skills
- Ability to work in an international context and autonomy
- Availability to travel
- Team work, initiative, and organization

Employment conditions:

- Contract duration: Project ends on January 31, 2014
- Annual salary: 37.000€ per year, aprox., full time

Applications:

Please, send applications to pr.medsea@uab.cat (Reference: MedSeA Project Manager), including a motivation letter and Curriculum Vitae.
For more information: +34 93 581 2974

Submission deadline:

Position to start as soon as possible

Recruitment process:

CV selection, interview.

Selected candidates will be contacted by e-mail.

Bellaterra (Cerdanyola del Vallès),

Patrizia Ziveri
Project Coordinator