

EUROPEAN R&D PROJECTS MANAGER

Job description

To reinforce our team, Aitiip Technology Centre is opening a position for a Project Manager of European Research & Development & Innovation projects. <http://www.aitiip.com>

The chosen candidate will be responsible for the overall administration and management support of H2020 projects in plastic and bioplastic materials and processes, advanced manufacturing, circular economy and bioeconomy domain and/or will also actively contribute to the preparation of other project proposals.

Key responsibilities

The candidate will support the researchers by managing European projects (Horizon 2020, Horizon Europe, etc) from the negotiation phase to the project closure:

- Internal coordination with the researchers and technical project coordinators.
- Coordination of international consortiums: overall responsibility for the complete management of the project in close cooperation with the technical project coordinator.
- Daily communication with international project partners.
- Budget preparation and control.
- Negotiation and representation before the European Commission.
- Representation of Aitiip before the consortium.
- Preparation and processing project technical and financial progress monitoring.
- Management related reports and deliverables preparation.
- Organisation and management of plenary meetings.
- Support the preparation of new proposals of projects.
- Dissemination activities coordination and support.
- Support Aitiip's positioning, exploitation and internationalization

Education, knowledge & experience

- Industrial Engineer, Master Degree, PhD or technical studies are requested.
- Proficient in English, at least C1 level or equivalent (both verbally and in written) Other languages will be considered.
- At least 3 years of experience in a similar position working in the field R&D projects industrial, technological field, as well as in applied research projects (H2020/FP7).
- Knowledge in writing and presenting projects in the field of European and International R&D funding programs is valued.
- Knowledge in the field of plastics and advanced processes will be highly valued.

Skills & competences

- Self-starter and high level of engagement.
- Team player and strong communication skills.
- Result driven and analytical thinking.
- Negotiation skills.
- Excellent written, communication, and presentation and organisational skills (both oral and written in formal and informal situations).
- Pro-activity, critical viewpoint and willingness to contribute.
- Availability to travel.
- Driving licence mandatory.

Applications

Please send via email: aitiip@aitiip.com your updated CV. Indicated in the subject line of your email European R&D project manager