



Senior Project Manager / Project Manager (EU funded projects) Engineering, Sciences, Environment, Economics or Social Sciences majors (Code: SPM/PM-EU-08-2020)

Introduction:

We are looking for project managers to join our growing team and contribute to the management of EU funded projects in territorial cooperation / education & training / research & innovation areas.

Role:

Represent the company and manage the implementation of international contracts of research and territorial cooperation projects worth 0.5-2 million Euros. Day-to-day tasks include a combination of the following items (with senior PMs being able to manage and lead independently while PMs would be working with the support and guidance of an experienced colleague):

- Coordinate contract implementation ensuring adherence to quality standards & programme rules.
- Be in charge of communication with partners and organise work meetings, workshops, dissemination events ensuring timely production of deliverables.
- Communicate with and report to funding authorities on project activity and financial progress.
- Coordinate with internal and external contributors to ensure the implementation of project work.
- Develop or contribute to project deliverables and actions.
- Contribute to the setting up follow up projects collaborating with the business development team.

Candidate profile required:

- 3+ years of experience for Project Manager or 5+ years of experience for Senior Project Manager.
- University degree and postgraduate qualifications.
- Experience in EU funded programmes, ideally for territorial cooperation or Education & Training or proven experience with service and/or knowledge industries.
- Excellent communication skills in English.
- Knowledge of project related financial rules and procedures will be considered a substantial asset.
- Team player, organised, flexible and able to multi-task.
- Detail-oriented, focused, reliable, capable of taking initiatives.

Offered:

- Competitive remuneration.
- Permanent, full time position.
- Opportunities for significant career development and coordination functions in a growing company.
- Work in a growing, creative and rewarding small business environment.
- Collaborative team, sharing culture, engagement in a collective way of work.
- Work with major companies, research organisations and administrations from across the EU.
- Frequent (post-covid) international travelling (4-8 trips per year).
- Private medical & life insurance scheme.

CV and cover letter by quoting vacancy code to: Jobs@promea.gr

PROMEA

Organisation Profile

PROMEA was established in 2006 in Athens, Greece, by researchers & scientists sharing a common vision of open content, aiming to promote innovative research & development methodologies, policy cooperation and to support knowledge capital build-up across Europe. We make the most out of our interdisciplinary outlook, aiming to contribute in addressing societal challenges related to workforce re-training and upskilling, inclusiveness and equal opportunities, quality improvement in education, supporting policies change in European administrations, promoting ICT innovation, resource efficiency and circular economy, and the environment.

PROMEA develops, implements and manages EU-funded projects on educational research, territorial cooperation and research innovation, and provides services spanning across the project design and implementation lifecycle. Peering with numerous top-notch research oriented organisations across EU, we bring substantial value as we minimise the project development associated risk for the consortia we work with.

We carry out policy advisory and research work for public administrations, educational organisations, etc. Our focal area is the support of policy change (in public administrations, educational organisations, etc) through analysis, pilot implementation, training, etc. We have developed expert project management capacity to support the research and policy advisory work carried out. We are leading experts at European scale in planning, funding, implementing research and collaboration for policy change. We are very actively involved in 'Interreg' and 'Erasmus' programs:

We are essentially exporters of knowledge services: 70% of subsidies or sales and over 85% of collaborating entities or clients are based abroad. We greatly benefit from our participation in a small network of collaborating companies and research organisations that pull together resources to promote European-wide research work.

Promea has persistent high growth for several years. It develops more than 12 new projects every year. Each proposal we produce is a collective outcome with lots of innovation, policy fitting, quality control and robust project management standards. We achieve consistent success in our efforts in Erasmus program (71% in 2015-2019) and in Interreg projects (68% in 2015-2019).

70% of collaborators have post graduate titles and 20% have PhDs. In PROMEA we value diversity and we strive for nurturing an agile, rich in knowledge capital team.

Contact: 210 6420440, info@promea.gr, www.promea.gr