The IMDEA Energy Institute is a Maria de Maeztu Center of Excellence with the mission of developing world-class R&D in the field of clean and renewable energy technologies. The Institute aims at contributing to the establishment of a sustainable energy system with a high degree of decarbonisation, economically competitive and securing energy supply (www.energy.imdea.org).

IMDEA Energy opens a permanent European R&D Project Manager position to reinforce the European project management team of the Institute:

Position main tasks:
- Preparation of project proposals for H2020, Horizon Europe and other European and international R&D calls.
- Reporting, controlling and monitoring of the European and international R&D grants of IMDEA Energy including preparation of amendments, controlling and monitoring of the work program, project reporting (deliverables, project reviews, technical reports and financial statements), organization of consortium meetings, financial management and audits preparation, dissemination, communication and exploitation activities (such as project website update), among others.
- Identification and dissemination of international R&D financial opportunities.
- Organization of dissemination and training activities and scientific events.
- Elaboration of internal and external reports.

The candidate must fulfil the following requirements:
1) Bachelor Degree.
2) At least 6 years of experience in the management of R&D European projects.
3) Coordination experience of at least 1 European R&D project.
4) Proven experience in the management of at least 5 R&D European projects.
5) Oral and written communication skills in English (B2 equivalent).

Merits to value:

A) Management of European R&D projects.
- Number of European R&D projects managed by the candidate, with the identification of the call and the principal tasks developed.

B) Coordination of European R&D projects.
- Number of European R&D projects coordinated by the candidate, with the identification of the call and the principal tasks performed.

C) Preparation of proposals for R&D European calls
- Number of proposals for R&D European and other international calls, with the identification of the call and the principal tasks developed.
Location: Móstoles, Madrid, Spain.

Remuneration: 25,000,00 – 29,000,00 € Gross salary per year (including the bonus related with the annual performance evaluation).

Type of contract: Permanent

Deadline call: This call will remain open until 29th November 2020.

Applicants should send cover letter and Curriculum Vitae to the following address:

Email: contacto.energia@imdea.org

Subject: REFERENCIA 20.36. ADM3 GP