



RESEARCH PROJECT MANAGER

DESCRIPTION	<p>The Institute of Energy Technologies (INTE, http://inte.upc.edu) of the Universitat Politècnica de Catalunya (UPC) is seeking a Research Project Manager to lead the Institute's activities in technology transfer.</p> <p>The successful candidate will be responsible for</p> <ol style="list-style-type: none">1) the coordination of public-private partnership initiatives;2) the implementation of communication strategy; and3) innovation management.
KEY RESPONSIBILITIES	<p>Coordination of public-private partnerships</p> <ul style="list-style-type: none">- To write, review and evaluate high-quality proposals to secure new funding.- To track budget expenses and prepare all required justifications and audits of funded projects.- To draft proposal budgets according to funding requirements. <p>Implementation of communication strategy</p> <ul style="list-style-type: none">- To update and promote recent news on INTE's website and social media.- To attend conferences, fairs and other networking meetings on behalf of the Institute.- To assist with the organisation of INTE events, both internal and external. <p>Innovation management</p> <ul style="list-style-type: none">- To work closely with INTE's research groups to understand their competencies and propose relevant topics of interest and funding opportunities to develop new proposals.- To valorise research results and support researchers in patentability, state-of-the-art and marketing analysis.
REQUIRED	<ul style="list-style-type: none">- Bachelor, Master or Doctoral degree in science/engineering.- Experience in the management and procedures of grant proposals, both from governmental and private funding sources.- Fluent in English and Spanish.
OTHER	<ul style="list-style-type: none">- Excellent written and oral communication skills, comfortable presenting to large and small audiences.- Community management skills.- Knowledge of Catalan.

Salary Up to 30,000 €/year, depending on experience and qualifications. Additional incentives are possible based on performance.

Start date October 2018

To apply Please send your CV and cover letter to comms.inte@upc.edu

Deadline: 14 September 2018