

The European Public Policies Area (**Transnational Projects Unit**) is recruiting a

## **EU Project Manager**

Main tasks and responsibilities:

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- Responding to EU call for tenders targeting the support to Managing Authorities, Central or Regional bodies
- Facilitating the project generation process providing technical support to potential project applicants, most probably on the following programmes: Territorial Cooperation Objective, ENI CBC, Horizon 2020 , Health, Cosme, Creative Europe;
- Analysing potential EU funding opportunities targeted to clients' needs;
- Providing overall project management support, including: project administrative and financial tasks, overall coordination, support in communication outputs planning, report writing and any task related to the implementation of project cycle management.

Required qualifications:

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- University degree in public administration, business or economics, political or natural science or other related fields;
- 4-5 years of post-graduate working experience;
- Consolidated experience in technical support of EU programmes and projects; or
- Practice in programme or project management and the development and co-ordination of networks and multinational projects (administrative management and financial accountancy);
- Fluency in spoken and written English and in one other mayor EU language (French preferably); advanced knowledge of written and spoken Italian is a must;
- Project cycle management skills.

Further desirable qualifications:

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- -Working knowledge of an additional European language or Arab;
- -Experience in website management;
- -Experience in and/or ambition to work in an international environment with different administrative traditions;
- -Creativity and problem-solving orientation, interest in new learning experiences;
- -Communication and facilitation skills, strategic thinking, open and positive minded team worker.
- -Availability to travel intensively
- -Capacity to work often under constraining deadlines

- Starting date of assignment: Early 2015.
- Testing period: 3 months
- Working station: Torino

#### Details on the application dossier

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Candidates will send a cover letter in English or Italian of no more than two pages, describing the suitability for the position in relation to the tasks and qualifications listed above and a detailed Europass Curriculum Vitae (in English or Italian) . The earliest possible starting date will be indicated.

Applications shall be sent by e-mail, with reference "Job application project manager" to [ugo.nicastro@sogesearch.eu](mailto:ugo.nicastro@sogesearch.eu)

Only short listed candidates will be contacted for an interview.