

Date of publication of the job offer: 14th of November 2019

Job title

María de Maeztu Strategic Programme Manager

Job description

The Department of Experimental and Health Sciences - Faculty of Health and Life Sciences (DCEXS; <https://www.upf.edu/cexs/>) at Pompeu Fabra University (Barcelona) is specialized in Biomedical Research (Cell and Molecular Biology, Molecular Medicine, Evolutionary Biology and Complex Systems, Biomedical Informatics, Genetics and Neurosciences, Biomedical Engineering, and Public Health and Education in Health Sciences), and offers several Degrees and Master's degrees in Biosciences. The DCEXS has recently been awarded its second María de Maeztu award (MM)

https://www.upf.edu/web/biomed/news/-/asset_publisher/CRcETTCV7Uyn/content/id/229222369/maximized and therefore is looking for a research manager to coordinate the MM Strategic Programme.

The MM Strategic Programme Manager will be in charge of implementing the programme actions (writing and publishing calls, managing the contribution of DCEXS scientists to the project); will coordinate the general project follow-up to ensure that objectives are achieved in a timely fashion and within the allocated budget; and will prepare reports for the Board of Directors as well as for the funding agency. The ideal candidate will have a PhD in experimental or health sciences and training in management (MBA) and relevant work experience. This is a high responsibility role for which excellent organisational and communication skills are required.

Project and Institution that finance the contract

DCEXS Unidad de excelencia María de Maeztu, Pompeu Fabra University, funded by the Ministerio de Ciencia, Innovación y Universidades.

Official number reference: CEX2018-000792-M

Information on the requirements

- PhD in a relevant field (Biology, Biomedicine, Neurosciences, Genetics)
- Master of Business Administration (MBA)
- Minimum of ten years of experience as a project or research manager
- Relevant experience as a strategic programme manager
- International experience
- Must speak and write fluently in Catalan, Spanish and English
- Excellent organisational skills
- Excellent communication skills and interactive personality

Benefits of the opening

The candidate will receive a full-time four-year contract with a gross salary/year of 35.000€. She/he will be able to receive training through courses of the Pompeu Fabra University and the PRBB Intervals Programme.

Information on the application process

Please send the following documents:

- CV
- Cover letter

to the email address departament.cexs@upf.edu with “Programme Manager application” in the email title.

Confidentiality in document handling and equality of opportunities policy are guaranteed by the Pompeu Fabra University.

Deadline to submit applications

29/11/19

Contact

departament.cexs@upf.edu