



Fundación Biofísica Bizkaia
Biofisika Bizkaia Fundazioa



FUNDACIÓN BIOFÍSICA BIZKAIA / BIOFISIKA BIZKAIA FUNDAZIOA

R&D Project Manager

Date of publication: **December 4, 2020**

The Biofisika Institute and Fundación Biofísica Bizkaia in Bilbao (Basque Country, Spain) invite applications for an immediately available R&D project manager position. The Biofisika Institute is a joint research centre of the University of the Basque Country (UPV/EHU) and the Spanish National Research Council (CSIC). The centre focuses on fundamental and translational biophysics research and offers a highly collaborative culture. Accredited as a Basque Excellence Research Centre (BERC), the institute provides outstanding shared facilities for advanced biophysical and structural biology approaches in a new research building in the main Leioa campus of the University of the Basque Country.

Job role

The successful candidate will handle the following responsibilities.

1. Support for the preparation of grant proposals to local, national and international agencies.
2. Financial and administrative post-award management.
3. New funding opportunities and project partners.
4. Dissemination and outreach.

Qualifications, experience and skills

1. College or University degree (Bachelor, Master or Doctoral degree).
2. At least two years of working experience as project manager in national and international consortia and networks. Experience in the scientific field will be appreciated.
3. Excellent written and oral communication skills in English and Spanish.
4. Demonstrated teamwork abilities and strong organization skills.
5. Proactive, flexible and problem-solving attitude.
6. Postgraduate education in business administration will be appreciated.

Conditions

1. The successful candidate will receive a salary commensurate with experience.
2. Full time contract.
3. Indefinite contract.

We encourage women candidates to apply. Please submit the curriculum vitae through the IBF website contact page (<http://biofisika.org/contact/>), adding the following subject: [Job Application: Project Manager]. Please note that due to the large number of applications expected, it will not be possible to communicate evaluation results to all the candidates.

The deadline to receive applications is **December 21, 2020** at 17:00 h CET.