

Vacancy for a post of **EU Research Project Manager** in EURNEX

Company:

EURNEX, the European rail Research Network of EXcellence, is an association representing European institutional scientific knowledge, research and education. It comprises 35 scientific institutes in the area of rail transport and mobility all over Europe and China.

The objective of the association is to promote research and development of the rail system, particularly:

- to enhance co-operation in research and education as well as the knowledge transfer between the Members of the Association, European Universities and Research Establishments being interested in railway research, incl. multidisciplinary capabilities
- to facilitate the scheduling and implementation of joint research projects between Members and to build up a sustainable research environment for the railway sector
- to develop links between Members of the Association, industrial partners and operators within the railway sector
- to increase the awareness of specific high-quality research needs and opportunities for cooperation with the railway sector
- to promote the railway contribution to sustainable transport policy
- to improve the competitiveness and economic stability of the railway sector and industry

Vacancy description:

The **EU Research Project Manager** will report directly to the Secretary General (SG) of EURNEX. He/She will be responsible for leading research & innovation activities. The post holder will be central to the implementation of the EURNEX activities and projects. He/she will seek to enhance the quality, efficiency and effectiveness of research & innovation.

Under the supervision of the SG, the **EU Research Project Manager** is responsible for:

- Planning R&I activities and developing the relative works;
- Managing the implementation of projects and ensuring resources are used in the most efficient, effective and economic manner;
- Ensuring the coordination of activities between EURNEX and its members and monitoring their progress to achieve the objectives of the association
- In collaboration with the EURNEX Finance Unit, preparing and managing the different steps needed to implement the projects and activities of the association
- Enable the participation of EURNEX and its members in calls for proposals and/or tenders, writing of proposals
- Developing, motivating and managing a diverse and multidisciplinary team;
- Representing EURNEX in meetings, working groups etc.;
- Keeping Unit staff informed on all strategic and operational aspects affecting the work of the unit, providing feedback and maintaining close and effective communication with them;
- Keeping constructive relations with EURNEX Members, as well as with other transport-related associations UIC, UNIFE, UITP, FEHRL, ETRA and companies.

Capabilities of applicant:

A) Eligibility criteria

Candidates will be considered eligible for selection on the basis of the following formal criteria to be fulfilled by the deadline for applications:

1. To have a level of education which corresponds to completed university studies¹ attested by a diploma when the normal period of university is 4 years or more
Or
To have a level of education which corresponds to completed university studies attested by a diploma and at least one year of appropriate professional experience when the normal period of university is 3 years;
2. In addition to the above, to have an appropriate professional experience² of at least 3 years;
3. To have a thorough knowledge of English (written and spoken) and a satisfactory knowledge of another EU language to the extent necessary to perform his/her duties;
4. To be entitled to his or her full rights as a citizen;
5. To have fulfilled any obligations imposed by the applicable laws concerning military service;
6. To meet the character requirements for the duties involved;
7. To be physically fit to perform the duties linked to the post.

B) Selection criteria

Successful candidates should have:

1. Essential qualifications and experience

Proven work experience in participating and/or coordinating and/or managing and monitoring research projects with multiple actors in a national, European and/or international environment and involving funding from public sources;

2. Advantageous qualifications and experience

Background in transport

Background in railways.

3) Behavioral competences

- **Person with initiative and self-assignment of tasks**
- Motivation – open and positive attitude;
- Leadership and people management skills;
- Managerial, planning and organizational skills;
- Self-control under pressure in demanding situations and ability to handle many simultaneous tasks;
- Excellent communication and negotiation skills;
- High sense of discretion and confidentiality.

¹ Only study titles that have been awarded in EU Member States or that are subject to the equivalence certificates issued by the authorities in the said Member States shall be taken into consideration;

² Only appropriate professional experience acquired after achieving the minimum qualification stated in A.1 shall be considered. Where additional periods of training and study are accompanied by periods of professional activity, only the latter shall be considered as professional experience. Compulsory military service or equivalent civilian service accomplished after achieving the minimum qualification stated in A.1. shall be taken into consideration. Internships will be taken into consideration if they are paid. Professional activities pursued part-time shall be calculated pro rata, on the basis of the percentage of full-time hours worked. A given period may be counted only once.

Employment conditions:

Job place Hardenbergstr. 12, 10623 Berlin, Germany

3 years, full employment

Expected starting date: as soon as possible.

Salary:

Within the range of German Entgeltgruppe E14, grade (Stufe) depending of experience, to be negotiated between employee and Secretary General.

Application:

For applications to be valid, candidates must submit:

- a detailed curriculum vitae in European CV format in English. The CV must imperatively refer to the job requirements as listed in the present vacancy notice.
- a letter of motivation (1 page maximum) in English explaining why the candidate is interested in the post and what her/his added value would be if selected, in relation to the job requirements listed in the present vacancy notice.
- If exists a link to any publication of the candidate

Applications should be sent by email to info@eurnex.eu with the following subject line: 'SURNAME_Name_EU Research Project Manager'

Supporting documents (e.g. certified copies of degrees/diplomas, references, proof of experience etc.) should not be sent at this stage but must be submitted at a later stage of the procedure if requested.