

EUROPEAN PROJECT MANAGER

Job Type: full time

Location: Rennes, France

Duration: 12 months

Salary: INM 510-561 depending on experience (gross salary between 2389 and 2630 €/month, which translates to a net salary before income tax between 1921 and 2113 €/month)

Starting date: as soon as possible

FogGuru (www.fogguru.eu) is a Marie Skłodowska-Curie ITN project in the domain of computer systems which aims at “Training the Next Generation of European Fog Computing Experts.” It comprises two universities (Université de Rennes 1 [France, coordinator] and Technische Universität Berlin [Germany]), two SMEs (U-Hopper [Italy] and Elastisys [Sweden]), and two partner organizations (Las Naves [Spain], EIT Digital Rennes [France]). We are hiring a European Project Manager to facilitate the efficient implementation of the project, and coordinate the dissemination and exploitation of its scientific results.

MISSIONS

The European project manager will work closely with the Project Coordinator, the other scientific leaders of the project, the PhD students, and the administrative support offices. He/she will have the following tasks:

Project management:

- Functional support to the project coordinator in the implementation and the adherence of all the parties to 1) the management structure and 2) the management and internal communication tools.
- Monitoring the progress realized compared to the objectives of the planned tasks: managing deadlines, milestones, deliverables.
- Budget management.
- Functional support in preparing the scientific and financial report to be submitted to the EC.
- Accompanying the PhD students working under the project.
- Developing, following and contributing to the implementation of the communication plan (regular update of the website and the project platform, press release writing, updating the social medias, etc).
- Planning and organizing the project events: project follow-up, and any other meeting linked to the project: managing/supervising logistic aspects, working closely with the partners, preparation of meeting, and agenda sending.
- Updating the information on the European Commission’s platform.

Innovation management:

- Identifying relevant scientific contributions to be promoted and exploited, in collaboration with the project coordinator and the scientific leaders of the project.
- Designing an open-source or commercial exploitation strategy for the identified innovations in close collaboration with the project coordinator and members.
- Supporting the implementation of the exploitation strategy to maximize the short- and long-term impact of the FogGuru project.

REQUIREMENTS

- **Required education level:** Master degree or equivalent.
- **Required languages:** excellent command of French and English. Working knowledge of Spanish would be a plus.
- **Required experience:** at least 2 years in European project management (contract, budget, human resources, mobility logistic) and/or in support of technological innovation.
- **Required knowledge:**
 - Knowledge of the rules and conditions related to the EU funding program, and particularly of the Marie Skłodowska Curie program.
 - Knowledge of the French higher education and research system.
 - Experience in communication on social media in a professional and scientific framework.
 - Knowledge of technological innovation processes, in particular open-source innovation.
 - Office software: Word, Excel, Powerpoint. Knowledge of Latex would be a plus.
- **Required skills:**
 - Excellent analysis and organization skills.
 - Ability to manage time and produce results on time, according to strict standards.
 - Excellent writing abilities in English (reporting, communication support)
 - Ability to work in a team, capacity to work autonomously, initiative spirit.
 - Excellent relational skills, to work efficiently with different actors within an intersectoral and multicultural environment.

RELEVANT INFORMATION

The position is being offered for a duration of 12 months which corresponds to the remaining duration of the project. However, a number of opportunities for extending this contract may be proposed within the rich local European research+innovation ecosystem.

The Manager will be employed by the University of Rennes 1 and work full-time in the IRISA/Inria research lab, a joint research unit in ICT including CNRS, INSA Rennes, ENS Rennes, University of South Brittany, Telecom Bretagne, and INRIA. IRISA's mission includes scientific excellence, technology transfer and development, and training in and by research activities. Through its approximately 40 research teams, IRISA focuses its research activities in the field of information and communication sciences. Its scientific priorities include bioinformatics, system security, new software architectures (manycores, Cloud computing), and virtual reality. It is composed of 120 professors and assistant professors, 100 full-time researchers, 80 administrative staff, and 250 PhD students. In its latest evaluation by the French authorities, IRISA was ranked A+, the highest possible score.

Travel within Europe will be required (2-3 days per month), depending on the evolution of the sanitary situation.

APPLICATIONS

Please send a CV and a motivation letter (1-2 pages each) to guillaume.pierre@irisa.fr before September 21st 2020. For any question about the position, please contact guillaume.pierre@irisa.fr.