

Project Manager (m/f)

Effective Project Management | Monitoring Performance, Progress and Finances

EIT Health - a new Knowledge and Innovation Community (KIC) under the umbrella of the European Institute of Innovation and Technology (EIT) - is focused on promoting entrepreneurship, innovation, and education in the domain of healthy living and active ageing. EIT Health brings together leading organisations along the entire value chain from smaller companies to larger industry, excellent academic and research institutions, as well as public sector organisations, to promote healthy living, support active ageing and improve healthcare by removing barriers to innovation, promoting talent and education, leveraging enabling technologies and exploiting big data. As an EIT-designated KIC, EIT Health can utilise European Commission/EIT funding and leverage the resources of its partner organisations in order to achieve its goals. EIT Health headquarters are located in Munich and will develop its activities across a network of co-location centres in six cities: Paris, London, Barcelona, Rotterdam, Stockholm, and Heidelberg. Those co-location centres are the home base to 52 core partners and 92 associate partners, some of whom are also located in Hungary, Wales, Poland, Portugal, Croatia, and Slovenia and have recently started operations.

EIT Health will execute a portfolio of 100+ projects per year and is therefore now seeking to appoint a Project Manager for its Project Management Office reporting to the COO of the organisation:

Your responsibilities

- Proactively engage with project teams that are implementing EIT Health projects and perform state-of-the-art progress, financial, and performance monitoring of projects
- Support the thematic Directors of EIT Health with the performance analysis of EIT Health projects in the domains of innovation, education, and business creation
- Consolidate financial reporting together with the controlling function for the attention of the CFO
- Support case-by-base reporting to external / internal stakeholders
- Support compiling the annual report of EIT Health
- Support the process of calling for new projects in the EIT Health community, validate project plans and the integration in the annual Business Plan of EIT Health

Your functional skills and experience

- A talented project manager with 2+ years of relevant experience
- An ambitious and driven professional that is able to best combine analytical thinking with creativity
- A proactive, independent and results-oriented person with great organizational and prioritization skills
- An accomplished professional with proven success managing complex, international projects in the field of innovation
- An outstanding communicator verbally and in writing, with strong persuasion and negotiation skills. Excellent command of the English language is mandatory. Additional European languages a plus.
- A team player who understands the importance of team work and focuses on contributing to the overall success of EIT Health
- A focused professional capable to succeed in a fast-paced, complex and constantly changing environment
- True passion for the domains of EIT Health (healthy living and active ageing)
- A track record of managing projects that are co-funded with European public funds is a plus
- Knowledge of financial rules of Horizon 2020 / the European Institute of Innovation and Technology (EIT) is a plus

Application process

- Applications should consist of a full curriculum vitae and a covering letter describing briefly how you meet the above criteria indicated in the person specification, and outlining your interest in and vision for the role.
- Applications shall be filed via e-mail to applications@eithealth.eu by 7 December 2015.
- Please indicate your earliest possible entry date as well as salary expectations. The position is vacant from 1 January 2016.

Special consideration will be given to the willingness to be located at the office in Munich. The possibility to work remotely depends on a case-by-base analysis and might be an option. Please indicate your preference in the application.

The EIT – Making Innovation Happen

European Institute of Innovation and Technology (EIT)

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