

## Project Manager

### Job Offer

Topics:

**The Basque Center for Applied Mathematics is launching one Project Manager position to join the centre's Project Management Office.**

The ideal candidate will work in a team (Projects Office) collaborating closely with the General Manager and the Scientific Director of BCAM. Projects Office team, interacts with other Managerial teams, such as, People Care Office, Reporting Office and also with the Scientific team.

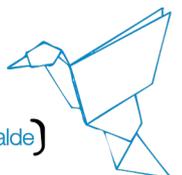
The ideal candidate will assist scientists personnel in preparing new projects, identifying potential sources of funding and negotiating deals with sponsoring institutions (private or public). The candidate will manage and monitor all the local, national and international projects or research contract/agreement ensuring the project fulfillment and will administer research/training or dissemination proposals. Knowledge Transfer projects' support and management will be also part of the responsibilities.

Main tasks:

- Fundraising and identification of appropriate funding programmes and calls at the international, national and regional levels.
- Support to the establishment of the European projects office and contribution to the internationalization strategy of the center.
- Internal promotion of the project management office.
- Support to proposal preparation.
- Project technical and economical execution monitoring.
- Support to auditing process
- Knowledge Transfer projects' support and management.

What can we offer?

- Permanent job
- Immediate incorporation
- Hybrid work model.
- Flexible working hours and summer timetable.



**IC2025\_02\_03 BCAM  
International Call**

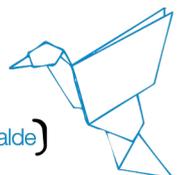
	<ul style="list-style-type: none"> <li>• Continuous training plan.</li> <li>• Be part of a consolidated and experienced team.</li> <li>• Competitive salary according to the level and responsibility of the position.</li> <li>• Open culture.</li> </ul> <p>If you are passionate and eager for new challenges, we are looking for you!</p>
Responsible:	Lorea Gómez- General Manager
Salary and conditions:	Remuneration package aligned with experience and potential, with the possibility of review according to performance and evolution in the position.
Deadline:	<b>06/06/2025 14:00 CET</b>
How to apply:	Applications must be submitted on-line at: <a href="https://joboffers.bcamath.org/">https://joboffers.bcamath.org/</a>

**Profile Requested**

Requires Skills:	<ul style="list-style-type: none"> <li>• Bachelor's degree in Mathematics, Engineering, Business Administration or related topics.</li> <li>• Background in R&amp;D project management required.</li> <li>• Solid financial planning and budgeting skills.</li> <li>• Previous experience in similar activities.</li> <li>• Excellent spoken and written communication skills.</li> <li>• Relationship Management skills.</li> <li>• Advanced Office software knowledge.</li> <li>• Fluent English / Spanish / Basque.</li> </ul>
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**Application and Selection Process**

Formal Requirements:	The selected candidate must have applied before the application deadline online at the webpage: <a href="https://joboffers.bcamath.org/">https://joboffers.bcamath.org/</a>
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<b>Evaluation:</b>	Based on the provided application documents of each candidate, the evaluation committee will make a qualitative assessment of the profile.
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<b>Incorporation:</b>	<i>As soon as possible</i>
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