

Project Coordinator at CBH

We devise an exciting challenge to the role of project coordinator/manager in view to reinforcing the attraction of EU, national and industry-academia grants in the field of **Chemical Sensing** (ca., HealthCare, Environmental Sensing, Environmental Work, Food Sensing, Sport Sensing, Military Sensing).

Place: Crespo's group at KTH.

Duties as project coordinator:

- Set new research-industrial constellations.
- Formulate EU (H2020, EIT, etc.) and national grant applications.
- Manage granted projects.
- Apply and provide advice on the relevant policies, procedures and guidelines.
- Contribute to the continuous development of the research group.
- Business vision for attraction of industry-academia grants such as EIT Digital.
- Spin-off involvement.

Qualifications

Work as project coordinator requires a genuine interest in the from the conception to execution of the project. You will also be service oriented and provide support for research active staff, be thorough and well organized. The candidate must be able to work in a diverse and multi-cultural environment.

In addition to this, the formal requirements:

- minimum 2 years of management experience in an international environment
- proven experience working with EU grants.
- a results-oriented approach and great ability to work independently, take initiative, solve problems, achieve goals and meet deadlines.
- proven ability to implement, interpret, advise on and contribute to the development of processes, policies and administrative systems.
- good knowledge of Swedish and English, both orally and in writing is also required because large parts of the written communications research group meetings are held in English.