

Project Manager Job Advertisement

We are looking for a highly organised, motivated project manager with excellent communication skills to work in the Laboratory for Clinical Neuroscience at the Centre for Biomedical Technology, Universidad Politécnica de Madrid.

Job description: You will manage the European Research Council project awarded to Dr Bryan Strange, director of the Laboratory for Clinical Neuroscience. This is a 5-year project, with 2 million euros of funding.

Type of contract: Part time (25 hours per week). The contract will be made for 1 year (with an initial 6 month trial period) and is renewable for up to 5 years.

Salary: 18.333 euros bruto per year

Required:

University degree in a biomedical science

Fluent in English and Spanish language (written and spoken)

Excellent communication skills

Basic computer skills (Microsoft office etc).

Desired:

Prior experience in project management

Skills in webpage design (e.g. using Word Press)

Enthusiasm for communicating scientific advances

Tasks:

Monitor project progress in terms of milestone completion

Attend weekly lab meetings

Assist in the production of regular scientific reports

Liaise between the LCN and different Hospitals, both within Spain and abroad (UK and Switzerland) to organise patient visits, data management and ethical reports

Organise travel to national and international conferences for the lab director

Arrange visits to the LCN by international scientists

Organise workshops at the LCN

Please send your CV to RememberEx@ctb.upm.es to the attention of Prof. Bryan Strange