

## **EUREC is recruiting a Project Officer**

EUREC, the association of leading European renewable energy research centres and universities, is looking to recruit a Project Officer for a period of two years starting ASAP.

### **Responsibilities:**

The Project Officer (PO) will be involved in the implementation of several EU co-funded projects, with the following Tasks:

- To moderate several Working Groups
- To prepare strategic documents (e.g. Vision, research priorities, deployment and innovation strategy)
- To participate to project meetings and other relevant events
- To prepare the project's regular activity reports

Moreover, the PO could also be involved in the preparation of publications related to energy research.

### **Requirements:**

- Experience in EU co-funded research projects
- Desirable knowledge of renewable energy technologies, such as PV, hydropower, and renewable heating and cooling
- Knowledge of energy, climate, environmental policies is an advantage
- Familiarity with the EU political decision-making process
- Excellent written and oral English skills
- Good at communicating with people with different cultural backgrounds
- Advanced IT skills, especially in Word, Excel and Power Point
- Highly organised
- Efficient, pro-active, and able to work independently

Your application should contain: a recent CV, and a motivation letter

### **Offer**

- Two-year contract
- Lunch vouchers for a value of 8€/working day
- Working hours: 40 hours/week



- The possibility to work in a stimulating international environment

EUREC offices are located in place du champ de Mars 2, 1050 Brussels

Mail your application to: [mazzucchelli.p@eurec.be](mailto:mazzucchelli.p@eurec.be) by **6<sup>th</sup> December 2019**. Interviews will take place around mid-December with a view to fulfilling the position from January- February 2020. Only short-listed candidates will be contacted.