

## RECRUITMENT IST-ID

IST-ID announces the opening of a recruitment and selection contest for the following position:

### **SENIOR TECHNICIAN**

1 POST (PART-TIME)

(Ref. IST-ID 04/2023)

**SERVICE: MARETEC - Marine, Environment and Technology Centre**

#### CHARACTERISTICS OF THE FUNCTION:

- Support to the administrative and financial management of the LARSyS/MARETEC Associate Laboratory Project (FCT funding):
  - Support for the administrative and financial management of the project;
  - Support to the elaboration of financial and scientific reports of the project;
- Support to the administrative, financial and technical management of other research, development and demonstration projects in MARETEC's areas of activity, namely in the lines of Grazing for Sustainability, biodiversity and land-use planning, throughout their cycle (preparation of applications, administration of missions, purchase and maintenance of equipment, purchase of services, dissemination, preparation of technical and financial reports) and with high-level responsibility in the administrative and technical processes framed within the theme of Grazing for Sustainability, biodiversity and land-use planning.

#### DESIRED PROFILE:

- Experience in administrative and financial management of both national and EU research projects;
- Experience in Grazing for Sustainability, biodiversity and spatial planning projects, namely in administrative and financial issues and, technically, in these subjects;
- Motivation to work in this area;
- Competence for teamwork (active and cooperative role);
- Planning and organisational skills;
- Ability to communicate;
- Good capacity for expression and verbal and written fluency;
- Ability to deal with tight deadlines;
- High levels of autonomy, adaptability and responsibility;

- Previous experience in the area.

#### REQUIREMENTS:

- Bachelor or Master's degree in Environmental Sciences, Biology or Agronomy;
- Experience in administrative, financial and technical management of projects in the areas of Grazing for Sustainability, biodiversity and spatial planning;
- Preferred factors (score from 1 to 20 in each factor):
  - Experience in sustainable agriculture projects, namely in administrative and financial issues and, technically, in Grazing for Sustainability, biodiversity and land use planning (weighting: 45%);
  - Experience in preparing applications for national and EU funding, particularly in the areas of Grazing for Sustainability, biodiversity and spatial planning (20%);
  - Interview (weighting: 35%).

#### POSITION OFFERED:

Fixed-term, part-time employment contract (20%), for one year, renewable in accordance with the law, with a gross monthly salary of 285.00 Euros (which would therefore correspond, at 100%, to a gross monthly salary of 1,425.00 Euros).

#### SELECTION BOARD:

- Tiago Morais Delgado Domingos, Chairman of MARETEC (effective member);
- Tânia Alexandra dos Santos Costa e Sousa, Member of the Executive Board of MARETEC (effective member);
- Ramiro Joaquim de Jesus Neves, Vice-President of MARETEC (alternate member).

#### ESTIMATED START DATE OF THE CONTRACT:

- July 1st, 2023.

Applications should be addressed to the President of the Board of Directors of IST-ID and sent, until the day 12<sup>th</sup> May 2023, by e-mail, to the address [rh@ist-id.pt](mailto:rh@ist-id.pt), accompanied by the following documentation:

- Qualification certificate(s);
- *Curriculum Vitae*;
- Motivation letter;
- Copy of identification document;
- Other documents considered relevant to the analysis of the application.

The selection method to be applied is curricular assessment. Should the jury consider it necessary, an interview will be held. The selection board reserves the right not to select any candidate if the requirements are not fulfilled by any of the candidates.