

RECRUITMENT FOR PROJECT MANAGER

APPLICATION N. 10/2022- TRANSFORM

ForestWISE is a Collaborative Laboratory focused on forest and fire issues through the development of (co)research, innovation and knowledge transfer and technology activities. Our goal is to increase and improve sustainable forest management in Portugal, the competitiveness of the Portuguese forestry sector and to reduce negative consequences of large rural fires.

ForestWISE currently leads or participates in national and international large scale and impact projects in the forest and fire areas.

ForestWISE opens position for **one Project Manager** in the scope of the TransForm Green Agenda - Digital Transformation of the Forestry Sector for a Resilient and Low Carbon Economy, supported by the Component 5 - Promotion of Sustainable Bioeconomy (PRR | C5 Agenda Notice No. 02/C05-i01/2022), through European funds provided to Portugal by the Recovery and Resilience Plan (RRP), under the Recovery and Resilience Mechanism (RRM) of the European Union (EU), framed within the Next Generation UE, for the period from 2021-2026.

Position: PROJECT MANAGER – one position

Summary description of the function:

Under the supervision of the ForestWISE's CTO and TransForm's Director, the Administrative and Finance Manager will:

- Perform the technical monitoring of the activities and quality control of the deliverables set out under the Agenda TransForm in the context of forest production, operations and logistics;
- Support coordinators and consortium members in the technical projects' management within the scope of forest production, operations and forest logistics;
- Support products and services acquisition processes from third parties, within the scope of the Agenda;
- Develop actions focused on research, knowledge creation and knowledge and technology transfer in the scope of forest production, operations and logistics, within the scope of the TransForm Agenda, namely bibliographical research, data collection in the field and data analysis using different software (R, SPSS or others);
- Prepare activity reports in the context of the Agenda;
- Promote and participate in ForestWISE's communication, dissemination and knowledge transfer initiatives, associated with the project or others that may be relevant;

- Support the execution of other project management activities, including administrative and financial management and results communication and dissemination;
- Represent ForestWISE when requested.

Qualifications:

Bachelor's degree (pre-Bologna) or Master's degree in Forestry Sciences or related areas.

Required experience:

Among others, the following are prioritized:

- Professional experience of, at less than, three years in the field of forestry and fire management, particularly in one or more of the following areas: economics and sustainable forestry planning, information systems, Forest 4.0, supply chains, circular economy;
- Experience in the participation and/or management of research and/or consultancy projects, in collaboration with companies and/or entities of the national scientific and technological system;
- Experience of working with public and private forestry sector entities and other forestry sector agents in Portugal (preferential factor);
- Written and oral command of Portuguese and English (level C1 of the Common European Framework of Reference for Languages);
- Office knowledge in user's perspective;
- Knowledge in professional project management. PMI, PM2 or similar project management certification is a preferred factor.

Personal skills/ Soft Skills:

- Organization and work method skills;
- Easy integration on teamwork;
- Ease of relationship with different interlocutors;
- Excellent communication and interpersonal skills;
- Excellent writing and synthesis skills;
- Proactivity and ability to identify improvements in the information flows;
- Proactivity in solving organization's daily issues;
- Availability and flexibility of schedule.

Evaluation Criteria:

- Interview with candidates with curricular evaluation equal to or greater than 14 points
- The final classification will be the weighted average of the curriculum evaluation, which will assume a weight of 60%, and the interview, which will represent 40%
- Selection of the candidate with the best final ranking
- The jury reserves the right to decide not to select any candidate if they agree that none of the candidates has the profile required.

Conditions:

The Administrative and Finance manager will be entitled to an employment contract with a fixed annual salary between TRU 15 and TRU 32 levels according to the curriculum vitae and the experience presented and proven.

ForestWISE actively promotes a non-discrimination and equal access policy. No candidate can be privileged, benefited, harmed or deprived of any right or exempted from any duty due to, namely, parentage, age, gender, sexual orientation, marital status, family situation, economic status, education, origin or social status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions and union membership.

Jury:

Miguel Silveira - Chairman of the Board

Francisco Carvalho – Administrator

João Gaspar – Administrator

Carlos Fonseca – Chief Technology Officer

Alexandra Marques – Executive Coordinator

Paulo Fernandes – Executive Coordinator

Rogério Rodrigues - Executive Coordinator

Raquel Paiva - Administrative, Financial and HR Department Coordinator

Application submission:

Send curriculum vitae, degrees certificates, motivation letter and other necessary documents to contact.fw@forestwise.pt and raquel.paiva@forestwise.pt

Date: from 08/11/2022 a 27/11/2022