DIRECTOR OF THE INSTITUTE ANNOUNCES A COMPETITION FOR THE POSITION OF "NOBLESSE" PROJECT MANAGER (PM) IN THE INSTITUTE OF PHYSICAL CHEMISTRY PAS

I. The “NOBLESSE” PROJECT (NanOtechnology, Biomaterials and aLternative Energy Source for ERA integration, FP7–REGPOT–2011–1) is expected to start on October 1st 2011 and its duration is limited to 36 months.

II. The Candidate must:
   1. hold a Master degree (PhD degree is welcome);
   2. have minimum 3 years experience in Projects Management, preferably of EU funding and grants for scientific units;
   3. have experience with document management systems;
   4. have strong and effective organizational, analytical, and problem solving skills;
   5. have strong background in strategic and organizational planning, financial analysis, tax structure oversight, risk management;
   6. have excellent interpersonal communication and organizational and leadership skills;
   7. have resourcefulness in resolving emerging problems;
   8. have proficiency in various business applications including MS Windows, Office, Word, Excel, PowerPoint, and the project program;
   9. know English language.

III. The application for the Competition (in Polish and English language) should contain:
   1. a letter of application;
   2. CV;
   3. a report (not exceeding 3500 characters) containing detailed information of the Candidate accomplishments listed above;
   4. an official copy of the higher education graduation diploma or an official copy of a scientific degree diploma;
   5. an opinion on the Candidate is strongly welcome.

IV. The applications for the Competition should be sent to:

   Prof. dr hab. Jerzy Herbich (E-mail: herbich@ichf.edu.pl),
   Institute of Physical Chemistry PAS, ul. Kasprzaka 44/52, 01-224 Warszawa
   with a note on the envelope: "Competition for the position of “NOBLESSE” project manager)."

   The deadline for the submission of the documents is 20 July 2011 at 4.00 p.m.
V. The competition will be carried out in two stages. At the second stage an interview with chosen Candidates will be held at the Institute on August 25th 2011 at 10.00.

VI. The winning Candidate will be chosen on 31 August 2011.

VII. The Candidate will be employed for three years in accordance with the provisions of law.

Director of the Institute of Physical Chemistry PAS