

Vacancy Announcement: Project Manager, Energy or Environmental or Building Engineering

Sustainable Energy Research Group (SERG) at Frederick University & Frederick Research Center

Position Overview

The **Sustainable Energy Research Group (SERG) at Frederick University and Frederick Research Center**, is seeking a **motivated Project Manager** to support the coordination and implementation of European research projects in the field of **sustainable energy, environmental technologies, and climate resilience**.

The selected candidate will play a key role in managing the daily operations of ongoing research initiatives, ensuring effective project execution, stakeholder engagement, and compliance with funding requirements. This position offers a **unique opportunity for career development in a dynamic research environment**.

Key Responsibilities

- **Manage and coordinate** EU-funded research projects, ensuring timely delivery of milestones and deliverables.
- **Contribute to research activities**, including data collection, analysis, and technical reporting.
- **Support the preparation of reports, proposals, and scientific publications** in collaboration with research teams.
- **Monitor project finances, administrative tasks, and compliance with EU regulations**.
- **Engage with international consortium partners, policymakers, and stakeholders** to enhance project impact.
- **Assist in the organization of research dissemination activities**, including conferences, workshops, and stakeholder engagement events.
- Represent the research group in meetings, workshops, and international events.

Required Qualifications & Skills

- **BSc or MSc in engineering, environmental sciences, energy policy, or a related field**.
- Strong **organizational and project management skills**.
- Excellent **English communication skills** (written and verbal).
- Experience in **European-funded projects (e.g., Horizon Europe, PRIMA, CEF, etc.)** is an advantage.
- Ability to work independently and collaboratively in a dynamic research environment.

What We Offer

- A **dynamic and research-intensive environment** at a leading academic institution.
- **Full integration into ongoing European research projects** in sustainability and energy transition.
- **Competitive salary** based on qualifications and experience. (1600-2200 €/month gross)
- **Opportunities for international collaboration and career growth.**

Application Process

Interested candidates should submit:

1. **A detailed CV** outlining relevant experience and qualifications.
2. **A cover letter** explaining their motivation for applying and, if applicable, their interest in pursuing a PhD.

Deadline for Applications: 31.03.2025

Submission: Applications should be sent via email to p.fokaides@frederick.ac.cy

For further information, please contact **Ms Miroslava Belperchinova** at res.bm@frederick.ac.cy.