POSITION: Senior proposal writer/project manager

Who we are:

BioSense Institute cross-fertilizes two vital sectors of today: ICT and agriculture. Recognizing that ICT plays a pivotal role in ensuring sustainable, smart and inclusive growth of agriculture, we focus on multidisciplinary, game-changing and needs-driven research in nano and microelectronics, new materials, communications, signal processing, remote sensing, biosystems, artificial intelligence, robotics, IoT and big data, driven by our desire to make a significant impact to the society in which we live in.

BioSense Institute has been recently ranked as No.1 Centre of Excellence in Europe in the course of the prestigious Horizon 2020 Teaming Call and has been awarded a grant of 28 M€ that will be invested in developing state-of-the-art research infrastructure and attracting global talent.

BioSense Institute is situated in Novi Sad, Serbia. Novi Sad is a friendly and safe city of approx. 350.000 inhabitants in the north of Serbia, on the banks of the Danube river, facing the northern slopes of Fruška Gora mountain. Due to the combination of a vibrant social and cultural life with particularly favorable cost of living (for details please check https://www.numbeo.com/cost-of-living/), Novi Sad is an ideal choice for a broad range of people, from busy single professionals to families with schoolchildren.

The Business Development Department (BDD) within BioSense Institute is an international busy team engaged in:

- preparing competitive proposals for EU funding (with exceptional performance in H2020 calls) and managing the full-cycle of large scale and mission critical projects, including the development of high quality deliverables;
- diversifying the income base of the Institute, through an advanced value proposition towards potential customers for additional activities (like BioSense Accelerator, Demonstration farm and Shared Research Facility) that will enlarge the portfolio of income sources.
- upgrading researchers' competencies with respect to innovation and commercial awareness, through regular tailor-made training schemes and individual consultations directly linked with performance monitoring;
- monitoring market trends and advancements in science and technology while simultaneously mapping the needs of stakeholders in the agrifood sector in order to provide evidence-based support in drafting the strategic research agenda of BioSense Institute
- maintaining and expanding the existing collaboration with public and private sector by providing solutions to concrete needs identified through a constant interaction with regional market-leaders in agrifood sector.

General Requirements: Highly experienced, senior (5+ years professional experience in a research institute or private sector), with an innovation-driven mentality, proven track record in successful H2020 and/or FP7 proposals, ability to represent the Institute in networking events, capable of working individually as well as a part of the team (with senior researchers). Excellent English.

Understanding of challenges in the global agrifood sector and the potential of ICT in addressing them is desirable.

Candidate profile:
In order for you to be able to successfully carry out the duties of the job, you should possess the following:

- Post-graduate qualification (MSc and/or PhD) in agricultural studies and/or applied/engineering/ environmental sciences and/or business/economics.
- Proven experience in a similar role as senior proposal writer in an academic or private sector environment
- Advanced skills in developing and maintaining networks within the European research landscape
- Entrepreneurial mentality and negotiation skills
- Excellent written and verbal communication skills in English
- Strong organizational and time management ability and a conscientious approach to deadlines

Earliest Starting Date: November 2017

Contract Duration: up to 6 years (with a possible extension or a permanent position based on performance)

We Offer:

- The ability to make a difference in a dynamic and rewarding working environment in a top-ranked European Centre of Excellence
- Competitive remuneration package
- Modern, dynamic and friendly working environment
- Favorable cost of living and advanced quality of life
- Full administrative support in relocation for the entire family

Responsibilities:
The successful candidate will be responsible for the management of various Horizon 2020 Proposals/Projects. More specifically, his/her duties will include:

- Managing the Preparation of proposals, including coordination of internal and external teams of experts
- Drafting and negotiating budgets of multi-partner large scale research projects
- Coordinating the implementation of multiple Projects, taking on responsibility for their progress and successful completion
- Maintaining project plans, chairing and facilitating project meetings and producing project update reports
- Financial monitoring and preparation of financial reports
- Representing the Institute in project meetings/ events/ workshops in Serbia and abroad (availability for travelling is necessary)
- Writing of deliverables within the framework of projects implemented by the Institute.
- Building and maintaining relationships/consortia with corporate and academic partners from all over Europe.

Number of Positions: 1

Submit your applications including a detailed CV, list of successful proposals/ projects and any other relevant information to jobs@biosense.rs

Informal enquiries should also be sent to jobs@biosense.rs