

Come and Join Our Team!

We are looking for an EU Project Manager



Are you a dynamic and experienced EU Project Manager looking to take the next step in your career? Our organisation is seeking a results-driven and detail-oriented professional to lead our exciting projects. If you are passionate about delivering exceptional results and thrive in a fast-paced environment, we want to hear from you!

About us

RTDS Group is the leading Austrian consultancy and service provider for development and implementation of EU-funded research & innovation projects. We support scientists and engineers from research organisations and industry to design and manage projects contributing to the European Green Deal and a range of sustainability topics related to the circular and bio-based economy.

Position overview

As Project Manager you will be responsible for planning, implementing and finalizing EU Horizon projects within set deadlines and budgetary constraints. You will work closely with cross-functional teams, ensuring effective communication and coordination to achieve project objectives, along with identify potential risks, develop mitigation strategies, and maintain a comprehensive understanding of project scope and deliverables.

Key responsibilities

- Implement the management tasks within the given project's framework and budget.
- Coordinate with cross-functional teams, ensuring all the deliverables and reports are due time and at high quality.
- Monitor overall project progress, communicating with supporting WPL / partners as needed.
- Conduct project evaluations and assessments to ensure successful project completion.
- Proactively manage changes in project scope, identify potential risks, and devise contingency plans propose corrective measures when needed.
- Assure a good liaison with Funding Body representatives.
- Organise, held and manage all the needed projects meeting.
- Achieve the project KPIs.

Your qualifications

Bachelor's degree in a related field; PMP certification is a plus. A Master's degree is a plus. Minimum 2 years' proven experience in managing Horizon Europe projects.

Additional

- Strong understanding of Horizon Europe project management methodologies and tools.
- Exceptional communication and interpersonal skills.
- Proficient in project management software and Microsoft Office Suite.
- Strong analytical and problem-solving abilities.
- Excellent interpersonal skills to foster strong relationships with colleagues, partners and stakeholders.
- Willingness to occasionally travel to meetings and events.

Languages

English at a professional level
German and/or other languages are a plus.

RTDS offers full time employee positions from €42,000 gross annually depending on experience and qualifications. Hybrid working and attractive office location in Vienna. Part time may be possible.

**Join our team and
become a part of our exciting journey of moving European research to the market!**