

CGU Stella for Staff 2024
Professional Mobility Programme for Services Staff

PLACEMENT OFFER UJI01

INFORMATION OF THE HOST UNIVERSITY

Name of institution	Jaume I University.
Address	Avda. Vicente Sos Baynat s/n 12071 Castellon (Spain).
Telephone	+34964728000.
Web	www.uji.es.
Short description	The University Jaume I of Castelló (UJI) is the public university of the north of the Valencian Community, a territory of the European Mediterranean coast located between the cities of Valencia and Barcelona, well connected to Madrid. Created in 1991, the UJI has positioned itself as a university of proximity, characterized by personalized treatment, the agility of administrative procedures and a significant level of participation of its members in university life, thanks among other factors to a comfortable population dimensions and an integrated campus.

INFORMATION OF THE PLACEMENT OFFER

Department	Office for Cooperation in Research and Technological Development - OCIT.
Description of activities	<ul style="list-style-type: none"> • Reading/Reviewing of program guides/calls. • Search for groups according to samples of interest received. Meetings with UJI's Researchers to inform about the calls. Promotion of calls between research groups. • Budget management with UJI's Researchers for European applications. • Review requests on the request platform. • Calculation / Negotiation of the viability of approved projects. Review and negotiation of bilateral agreements (Consortium Agreements, NDAs). • Modification of the OPEI website: e.g. adding historical data, adaptation according to calls. • Update of contents of the OPEI website.
Working languages	Spanish, English, Italian.
Working place	European and International Projects Office - OPEI.
Mobility period	To be agreed with the candidate.
Length	7 working days.
Daily working hours	8.00 am to 14.00.
No. of placements	2.

CURRICULAR PROFILE OF THE CANDIDATE

Academic title	Diploma, Degree.
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Required experience	Some experience (1 year minimum) in managing international / European projects.
Required skills	English required. Spanish is optional.