

# Innovarum – Open position

## Position: Senior proposal writer

**Short description:** we are looking for someone to join the Proposal Writing Team of Innovarum, a senior profile with experience in applications and grant managing for EU projects. We offer a permanent position located in Madrid with a competitive salary range (fixed wage + bonus). Incorporation is expected to be along spring 2021.

**Mandatory:** C2 English level, >3 years of experience, Technical University degree at Master level.

**Application instructions:** send CV and motivation letter in English as soon as possible to [careers@innovarum.es](mailto:careers@innovarum.es)

**Keywords:** #ProposalWriting #HorizonEurope #EICAAccelerator #Agrifood #sustainability #bioeconomy #CircularEconomy #communication #EUProjects

## About Innovarum

We are INNOVARUM ( [www.innovarum.es](http://www.innovarum.es) ) a company founded in 2013 and based in Madrid. We assist entities operating in the agri-food sector and the bioeconomy in shaping, writing, and managing their R&D and Innovation projects. We mainly work with start-ups and SMEs, but as well with large companies, Universities, Research and Technological Centres from across Europe. We team up with our clients and assist them in making their innovations real. **We seek for a candidate eager to get engaged with innovation, passionate about industry and about the agri-food sector, who can work closely with clients, colleagues, and project partners, and who can work to meet tight deadlines.** Our job is highly interesting and creative!

## What we offer you

1. A permanent position located in Madrid with a competitive salary range (fixed wage + bonus).
2. Flexible working schedule: we start the shift from 8:00 to 9:30 and end the day from 17:00 to 18:30.
3. Social impact: you will work with innovative projects that develop technological solutions for the agri-food sector, the circular economy, and the bioeconomy.
4. A young, thriving, and international environment.

## Description of the position and its duties

We look for a person with a senior profile to oversee proposal writing and coordination. Project proposals usually include technical benchmarking of the proposed solution against alternatives, elaboration of market studies and business plans, development of a work plan, etc.

**Your daily work will involve** the coordination of fellow junior colleagues in their proposal preparation process, first-hand communication with clients and their collaborators (Research centres, Universities...), as well as with the European Commission or other funding bodies, and eventually travel to meet the clients and have working meetings.

### Mandatory requirements

- 3 years of experience in EU project proposal writing belonging to H2020, BBI JU, or similar programmes.
- Technical University degree at Master level, preferably in Agricultural engineering (agronomy, agri-food industry, or related).
- Fluency in **English and Spanish is MANDATORY: C2 level (proficiency) both oral and written.** This is mandatory since our daily work is carried out in English, so refrain from applying if you do not fulfil this requirement.
- International experience (Erasmus, international internship or similar).
- Experience in a technical position involving the preparation of reports, scientific papers, etc.
- Experience in applications and grant managing: technical and financial reporting.
- Managerial skills: able to organize all kinds of information, focused on the results.
- Team player, well organised, versatile, proactive, and competitive person.

### Desirable skills

1. Experience in team coordination.
2. Background in business & economics.
3. Knowledge about R&D and innovation public funding structure.
4. Other languages besides from Spanish and English.
5. Driving license.