

Athens, 23/11/2017

### **Invitation for Expression of Interest:**

#### Technology Transfer Consultants for Heraklion (Crete)

PRAXI Network ([www.praxinetwork.gr](http://www.praxinetwork.gr)), a unit of the Foundation for Research & Technology – Hellas (FORTH, [www.forth.gr](http://www.forth.gr)), is seeking applicants for 2 (two) Technology Transfer Consultant positions in the context of the implementation of EU funded projects.

#### **Location**

- 1 (one) position based in Heraklion, Crete (FORTH premises) with ref code HER\_Nov17\_A
- 1 (one) position based in Heraklion, Crete (FORTH premises) with ref code HER\_Nov17\_B

#### **Key Responsibilities**

- Provide high added value technology transfer and innovation support services to SMEs and research organisations
- Exploitation of research results, mapping, pre-assessment, validation, feasibility studies etc.
- Information, mediation and consulting for access to finance and participation in co-funded regional, national and European projects
- Follow technological developments, mapping and monitoring regional research capacity, networking activities, foster research-industry cooperation
- Support initiatives and implement projects related to international cooperation
- Support the creation and operation of high-tech, R&D driven clusters

Note: Selected applicants could engage in one or combination of the above.

#### **Required qualifications**

Candidates must have:

- Diploma or Bachelor's degree in natural sciences/engineering and technology/medical and health sciences/agricultural sciences
- Master's degree
- 3 years for position A and 6 years for position B minimum work experience in a technological or industrial or consulting environment or combination of the above
- 2 years for position A and 4 years for position B minimum experience in the preparation, writing, submission and implementation of national and/or EU funded projects on research and innovation
- Excellent knowledge of the English language (C2 level)
- Completed compulsory military service (where applicable)
- Ability to travel in Greece and abroad
- Computer literacy

- Communication skills and teamwork spirit
- Dynamic personality with the ability to take initiatives

Note: Work experience is considered any experience acquired after the completion of the studies

### **Desired Qualifications**

- Experience in the exploitation of research results, internationalisation, provision of tech transfer services to SMEs/research organisations/HEIs
- Knowledge of the national/EU research and innovation ecosystem
- Experience in the management and coordination of national and/or EU funded projects on research and innovation
- Postgraduate studies in economics or business administration (MBA) or PhD degree
- Knowledge of additional foreign languages (B2 level and above)

**Contract duration:** 9 months with the possibility of renewal.

**Envisaged starting date:** April 1, 2018.

### **Remuneration**

Remuneration will be determined in accordance with the assigned duties and the skills and experience of the selected candidate.

### **Submission of Proposals**

Applicants are invited to submit their proposal until **Thursday, December 21, 2017**.

Their proposal should necessarily include the following:

1. Detailed CV
2. Cover letter briefly presenting:
  - A. The added value that the candidate can bring to the organisation and
  - B. The work experience relevant to the position (where applicable)
3. Scanned copies of degrees, foreign language certificates etc.
4. Letters of recommendation, work experience certificates or any other evidence for the experience/expertise referred in the CV.

Applicants are requested to send all the above via email to [praxi@praxinetwork.gr](mailto:praxi@praxinetwork.gr) not later than the above mentioned date and time **mentioning the reference code of the position** they are applying for.

### **Evaluation of applications**

1. Applications received via e-mail by the fixed deadline will be considered valid.

**Applications that do not include the above required supporting documents will not be considered for the selection.**

**Applications that do not meet the aforementioned required qualifications will not be considered for the selection.**

2. Out of the applications who meet the aforementioned requirements and are received on time, the most suitable ones are selected and contracts are signed with the selected candidates.
3. The evaluation process consists of the technical part (required and desired qualifications, evaluation of supporting documentation etc.) and the part of the personal interviews.
4. Evaluation and scoring of the application will be done as follows:

$$\text{Total Score } (\Sigma B) = 0,75 * \text{Technical Score } (TB) + 0,25 * \text{Personal Interview Score } (\Pi \Sigma)$$

Note: Only part of the applicants will be invited for a personal interview on the basis of the ranking of the technical score

Technical score

- i. Experience in the exploitation of research results, internationalisation, provision of tech transfer services to SMEs/research organisations/HEIs: 2,5 points for every 6 months, up to maximum 40 points
  - i. Experience in the preparation, writing, submission and implementation of national and/or EU funded projects on research and innovation: 1,5 for every 6 months, up to maximum 15 points
  - ii. Knowledge of the national/EU research and innovation ecosystem: 10 points
  - iii. Experience in the management and coordination of national and/or EU funded projects on research and innovation: 15 points
  - iv. Postgraduate studies in economics or business administration (MBA) or PhD degree: 10 points
  - v. Knowledge of additional foreign languages (B2 level and above): 5 points for each foreign language, up to maximum 10 points
5. Evaluation will be performed on the basis of the documentation submitted in time.
  6. Only candidates that will be invited for the personal interviews will be informed.
  7. The candidate that will be selected will be informed of the preliminary acceptance of his proposal and will be asked to provide original supporting documents. In case such documents do not agree with the ones original sent (at the proposal submission stage), the candidate will be disqualified.

In this case, or if the candidate does not accept the cooperation proposal, FORTH reserves the right to notify the candidate with the next higher Total Score and so on, or to cancel / repeat this invitation for expression of interest.

8. The announcement of the results will be published at FORTH/PRAXI website as well as at the website of «ΔΙΑΥΓΕΙΑ».
9. Candidates have the right to file an appeal against the decision within 5 working days from the date the results have been published. They also have the right to access personal files and assessment of candidates given that the provisions stated in the document Γ/ΕΞ/4163-1/06.07.2012 of the Hellenic Data Protection Authority are fulfilled.
10. FORTH has the right to accept or reject the received applications or to cancel the process at any stage or to extend the submission deadline.
11. It is noted that for training purposes, candidates that will be selected will be offering their services for the first 4 months at the PRAXI Network premises in Athens.

**Information**

For more information please contact Ms Zoe Theodoropoulou at [praxi@praxinetwork.gr](mailto:praxi@praxinetwork.gr) or +30 210 36 07 690.