



Rector of Pavel Jozef Šafárik University in Košice, in accordance with Art. § 14 par. 1 Act. no. 131/2002 Coll. on Higher Education Institutions and on Amendments to Certain Acts, as amended, announces a selection procedure for the position

## **Head of the Project Department for the Project "Integration of the Košice Universities in the field of technology transfer" (CassTech)**

**Job description, responsibilities and duties:** Managing project activities of the department - work on integrating the CassTech centers into European Union partnerships, assistance in preparation and implementation of projects of individual CassTech centers, management of activities leading to creation of specified HUBs within the HORIZON EUROPE projects.

**Candidates with education suit the position:** Higher education II. Degree

**Language skills:** English – Advanced (C1)

### **Personality requirements and skills:**

- Completed second degree of higher education (completed third degree of higher education is a competitive advantage)
- Experience with work on the preparation and implementation of international projects
- Experience with management work in the field of project management
- Experience/internship in international institutions focusing on the organization, evaluation and implementation of international scientific and technological projects

### **Information on the selection process**

List of required documents to be sent by post or delivered in person:

- written request for inclusion in the selection process
- copy of the certificate, diploma or other equivalent document on the highest achieved education according to relevant regulation
- professional CV
- cover letter
- written declaration of good faith, the successful candidate will be required to provide a criminal records certificate no older than three months

**Place of work:** Košice

**Start date:** 1.2.2022 (with the possibility of part-time for the first two months)

**Contract type:** full-time

**Salary (gross):** 3 000 EUR/month

**Date and place of application and documents:** Until 23.12.2021 The date of submission on the postmark resp. date of personal delivery of the application. Applications submitted after the deadline will not be considered.

**To address:** Ing. Andrea Szczecinová, UPJŠ Rectorate, Department of Organizational Activities and Human Resources, Šrobárova ul. no. 2, 041 80 Košice

**Further information:** on tel. number 055/234 3536

**prof. RNDr. Pavol Sovák, CSc.**  
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