

Project Manager

Position: 1 full time Project Manager

Category: Full-time employment. Open-term contract.

Location: Nicosia, Cyprus

Preferred Start Date: March or as soon thereafter.

Application Deadline: 26th January 2022

CYENS Centre of Excellence (formerly known as RISE) is the Research and Innovation Centre on Interactive media, Smart systems and Emerging technologies empowering knowledge and technology transfer in the region. CYENS CoE is supported by the European Commission, the Republic of Cyprus and its founding Partners, the Municipality of Nicosia, the Max Planck Institute for Informatics (MPI), University College London, the University of Cyprus, the Cyprus University of Technology and the Open University of Cyprus.

The Centre conducts excellent, internationally competitive scientific research in the areas of visual sciences, human factors and design, communication, and artificial intelligence delivered by high-calibre multidisciplinary research teams. CYENS engages in knowledge transfer and innovation activities aiming to bridge the gap between scientific research and STEM-led innovation and entrepreneurship.

CYENS, as a Centre of Excellence, cultivates a culture of innovation and creativity in an inspiring environment filled with academics, researchers, creative and onward-looking people, innovators, entrepreneurs, and practitioners. The Centre operates under the motto “Inspired by Humans Designed for Humans” with the vision to produce world class research that drives innovation towards social and economic benefit while conducting excellent, internationally competitive scientific research in the areas of visual sciences, human factors and design, communication, and artificial intelligence. It sets out to meet the challenge with a total potential funding of more than 30 million Euros for the first 7 years, from a Horizon 2020 Teaming Action and multiple other sources, and a business plan for long-term sustainability and growth.

The Centre is seeking for a **Project Manager** to join its fast-growing team of passionate and enthusiastic professionals. The job holder will be managing projects assigned to the Research Department of CYENS.

Responsibilities of the Project Manager:

- Provides overall direction and leads the planning, coordination, implementation, execution, control, and completion of IT specific projects.
- Prepares and maintains Project Management methodologies and related templates.
- Facilitates the definition of the project’s scope, goals, and deliverables.
- Defines project tasks and resource requirements.
- Develops project plans.
- Assembles and coordinates the project team.
- Manages project resource allocation and budget.
- Plans and schedules project timelines.
- Tracks project deliverables and provides direction and support to project team.
- Constantly monitors and reports project progress to all stakeholders.
- Presents reports defining project progress, problems, and solutions.
- Implements and manages project changes and interventions to achieve project outputs.
- Establishes project evaluations and assessment of results.

General qualifications and requirements

1. Undergraduate degree in Information Systems, Computer Science or in a related field.
2. Postgraduate degree in a related field will be considered an advantage.
3. Certification in Project Management or equivalent (e.g. PMP, Prince2), familiar with agile methodology.
4. Having the role of Project Manager in large software projects for at least 3 years.
5. Proficient working knowledge of project management software.
6. Proficient use of Microsoft Office applications.
7. Experience working with Smart City technologies and data, Internet of Things technologies, or user-centered design approaches will be considered an advantage.
8. **Language requirements:** Excellent written and oral English-language skills will be required. Knowledge of Greek language will be considered an advantage.
9. For non-EU applicants a work permit will be required

Profile of the ideal candidate

1. Self-motivated with the ability to take initiative and work independently.
2. Strong organizational, communication, presentation, and negotiation skills, having the ability to deal confidently and politely with enquiries.
3. Very good analytical skills coupled with attention to detail.
4. Dynamic, adaptable, hands-on and results driven.
5. A team player with an ability to work independently and under pressure.
6. High levels of commitment, energy, and drive.
7. Excellent communication and interpersonal skills.

Benefits

Take advantage of this opportunity for your professional and personal development by being a part of our fast-growing Research Technology Development and Innovation Centre of Excellence. A very attractive remuneration package will be offered to the successful candidate according to qualifications and experience.

Application process

For full consideration, interested applicants should submit the following items via the [online application form](#) and mention the position you are applying for: **“Application for Project Manager”**:

1. Full CV (including contact details).
2. Cover letter which clearly states: (a) how you envision your role, (b) how your experience and qualifications match the specific position, and (c) the availability date for full-time employment (d) contact details of two referees.

In case you previously applied for a post at CYENS CoE, a new application is required.

For general enquiries, applicants may contact the HR Department of CYENS, Centre of Excellence at vacancies@cyens.org.cy.

CYENS Centre of Excellence is an equal opportunity employer and the position is open to everyone, internationally.

All applications are treated in the strictest confidence.

ABOUT CYENS CoE

CYENS Centre of Excellence is a Centre of Excellence in Research and Innovation on Information and Communication Technologies in Cyprus, aiming to empower knowledge and technology transfer in the region. It is a joint venture between the three public universities of Cyprus; University of Cyprus, Cyprus University of Technology, and, Open University of Cyprus, the Municipality of Nicosia, and two renowned international partners, the Max Planck Institute for Informatics, Germany, and, the University College London, United Kingdom.



CYENS has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No. 739578



CYENS has received funding from the Government of the Republic of Cyprus through the Deputy Ministry of Research, Innovation and Digital Policy.