

824_24_MNG_FP_FPO

Job Reference

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Position

Técnico/a en Gestión de Subvenciones

Fecha de cierre

Jueves, 23 Enero, 2025

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Job title: Técnico/a en Gestión de Subvenciones

About BSC

The Barcelona Supercomputing Center - Centro Nacional de Supercomputación (BSC-CNS) is the leading supercomputing center in Spain. It houses MareNostrum, one of the most powerful supercomputers in Europe, was a founding and hosting member of the former European HPC infrastructure PRACE (Partnership for Advanced Computing in Europe), and is now hosting entity for EuroHPC JU, the Joint Undertaking that leads large-scale investments and HPC provision in Europe. The mission of BSC is to research, develop and manage information technologies in order to facilitate scientific progress. BSC combines HPC service provision and R&D into both computer and computational science (life, earth and engineering sciences) under one roof, and currently has over 1000 staff from 60 countries.

Look at the BSC experience:

[BSC-CNS YouTube Channel](#)

[Let's stay connected with BSC Folks!](#)

We are particularly interested for this role in the strengths and lived experiences of women and underrepresented groups to help us avoid perpetuating biases and oversights in science and IT research. In instances of equal merit, the incorporation of the under-represented sex will be favoured.

We promote Equity, Diversity and Inclusion, fostering an environment where each and every one of us is appreciated for who we are, regardless of our differences.

If you consider that you do not meet all the requirements, we encourage you to continue applying for the job offer. We value diversity of experiences and skills, and you could bring unique perspectives to our team.

Context And Mission

El/la Técnico/a de Gestión de Subvenciones será responsable de la proyección de esfuerzo y financiera, la monitorización y reporte de los proyectos de investigación financiados tanto a nivel Europeo, Nacional y Autonómico.

Key Duties

- Trabajar con los Investigadores Principales de los proyectos, planificando cuidadosamente el uso de los recursos humanos y financieros de los proyectos del centro, tanto europeos como nacionales y autonómicos.
- Responsabilizarse del reporte económicos periódico (provisional y oficial) de los proyectos a las agencias de financiación, así como de los reportes trimestrales para lo/as coordinadores/as del proyecto.
- Mantener la información del proyecto actualizada en la base de datos de proyectos del BSC SAP Business One, y monitorizar el budget así como los ingresos del centro.
- Trabajar con los auditores externos del centro para los proyectos. Preparar y administrar la documentación necesaria para las justificaciones económicas para los diferentes periodos/deadlines solicitados por cada una de las subvenciones y ayudas.
- Mantener contacto directo con los Investigadores Principales de los proyectos y proporcionarles la información que necesitan sobre el estado de sus proyectos.

Requirements

- Education
 - Grado en Economía, ADE o similar.
 - Máster en Auditoría o similar será bien valorado.
 - Postgrado específicos relevantes u otros cursos serán un punto a favor.
- Essential Knowledge and Professional Experience
 - Alto nivel en Paquete Office (especialmente en Excel).
 - Nivel medio de Inglés.
 - 1-3 años de experiencia en una posición similar y concretamente en la gestión de financiación de proyectos tanto de ámbito público como privado.
- Additional Knowledge and Professional Experience
 - Conocimientos de gestión de proyectos I+D y experiencia en gestión de fondos Europeos, nacionales y Autonómicos.
 - Conocimientos de procesos de auditoría. Experiencia en justificaciones de ayudas y subvenciones.
 - Conocimientos de SAP.
- Competences

- Ser organizado/a y metódico/a
- Tener iniciativa y proactividad
- Ser capaz de trabajar de manera individual y en equipo
- Ser capaz de trabajar bajo presión
- Tener buenas habilidades interpersonales
- Actitud de servicio y asertividad

Conditions

- The position will be located at BSC within the Management Department
- We offer a full-time contract (37.5h/week), a good working environment, a highly stimulating environment with state-of-the-art infrastructure, flexible working hours, extensive training plan, restaurant tickets, private health insurance, support to the relocation procedures
- Duration: Open-ended contract due to technical and scientific activities linked to the project and budget duration
- Holidays: 23 paid vacation days plus 24th and 31st of December per our collective agreement
- Salary: we offer a competitive salary commensurate with the qualifications and experience of the candidate and according to the cost of living in Barcelona
- Starting date: asap

Applications procedure and process

All applications must be made through BSC website and contain:

- A full CV in English including contact details
- A Cover Letter with a statement of interest in English, including two contacts for further references - Applications without this document will not be considered

In accordance with the OTM-R principles, a gender-balanced recruitment panel is formed for every vacancy at the beginning of the process. After reviewing the content of the applications, the panel will start the interviews, with at least one technical and one administrative interview. A profile questionnaire as well as a technical exercise may be required during the process.

The panel will make a final decision and all candidates who had contacts with them will receive a feedback with details on the acceptance or rejection of their profile.

At BSC we are seeking continuous improvement in our recruitment processes, for any suggestions or feedback/complaints about our Recruitment Processes, please contact recruitment [at] bsc [dot] es.

For more information follow [this link](#)

Deadline

The vacancy will remain open until a suitable candidate has been hired. Applications will be regularly reviewed and potential candidates will be contacted.

OTM-R principles for selection processes

BSC-CNS is committed to the principles of the Code of Conduct for the Recruitment of Researchers of the European Commission and the Open, Transparent and Merit-based Recruitment principles (OTM-R). This is applied for any potential candidate in all our processes, for example by creating gender-balanced recruitment panels and recognizing career breaks etc.

BSC-CNS is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability or any other basis protected by applicable state or local law.

For more information follow [this link](#)

Barcelona Supercomputing Center - Centro Nacional de Supercomputación

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