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**Ref. 50/2021**

**Code:**

**Project:**

**Area: Economic**

**Area leader: Sr.Jaume Marfà Sánchez**

**Group: Corporate Development & Technology Transfer**

**Group leader: Sr.Manel Sanmarti Cardona**

## **Junior Research Data Manager**

### **JOB DESCRIPTION**

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IREC is looking for a Junior Research Data Manager. The professional will be integrated within the IREC's Corporate Development and Knowledge & Technology Transfer team taking responsibilities in research data management and reporting. In particular, tasks will include the definition and setting up of IREC's research data reporting system and the curation and reporting of the collected data (e.g. UNEIX, Portal de la Recerca, etc.)

The professional must be highly skilled and have proven experience in data management and treatment, bulk data upload, and databases. Capacity to work in a team, flexible, goals oriented, with initiative and problem solving skills would be valuable.

#### **Requirements:**

##### **Essential:**

- Professional Degree in Science, Technology, Engineering, Business Administration or similar.
- Proven experience in data management
- Proven experience in data reporting, curing and treatment
- Knowledge of databases and data management tools
- High proficiency in MS Office tools (especially Excel and/or Access) and Databases

##### **Advantageous:**

- University Degree in Science, Technology, Engineering, Business Administration or similar
- Experience at research or technology centers
- University Degree in fields related to Energy
- Experience in data curation, open data
- Knowledge of Spanish and Catalan research system.

#### *Personal Skills:*

- Self-motivated and open-minded
- Good communication skills
- Team Worker.
- Results-oriented.
- Analytical and synthesis capabilities.

**Salary:**

Fixed term contract offered. Salaries will be paid in accordance with the IREC's salary policy, depending on the candidate's qualification and professional experience.

Send applications by email directly to [ktt@irec.cat](mailto:ktt@irec.cat) indicate Junior Research Data Manager (Ref.50/2021) in the subject including:

- A motivation letter with reasons for applying, relevant experience, qualifications and value proposition related to the vacancy
- Curriculum vitae with personal, academic and professional data.

Deadline for applications: July 15<sup>th</sup> 2021

This positions could be co-financed by the European Union through the European Regional Development Fund (FEDER) through different programs for promotion, knowledge and technology transfer activities.