

## iMM is recruiting a Project Manager under an Employment Contract Reference IMM/CT/18-2022

The iMM – Instituto de Medicina Molecular João Lobo Antunes is a leading Portuguese private non-profit research institute that offers a vibrant scientific environment, aiming to nurture innovative ideas in basic, clinical and translational Biomedical Research. Created in 2002, iMM has established itself as a leading national and internationally competitive biomedical institute. Its strategy has been defined by promotion of excellence, leveraged by high-quality human resources, increasing expenditure in infrastructures and knowledge transfer to the society.

**What iMM seeks:** At this moment, iMM is looking for a Project Manager to join the Physical Biochemistry of Drugs & Targets Laboratory coordinated by Miguel Castanho, under the research project ***“One size fits all” unique drug to eradicate multiple viral species simultaneously from the central nervous system of co-infected individuals*** (Grant Agreement number: 828774 — NOVIRUSES2BRAIN — H2020-FETOPEN-2018-2020/H2020) funded by EUROPEAN COMMISSION – Research Executive Agency, to execute the following activities under the supervision of Miguel Castanho:

- Support to the management and communication of the project;
- Support in the organization of events associated to the project (academic and outreach events);
- Support to the interactions between iMM and the others project partners;
- Writing of reports;
- Management of project’s website content and social networks;

### Profile of Candidate

- Masters and/or PhD in biological sciences, chemical sciences, communication or management;
- Proficiency in communication and management of science;
- Proficiency in organization of events (academic and outreach);
- Excellent knowledge of English, spoken and written;
- Good computer skills.

**What iMM offers:** iMM will offer outstanding working conditions in this area in Portugal, including a full-time contract, starting predictably in March 2022.

**Working Conditions:** Fixed-Term employment contract for 12 (twelve) months. The monthly remuneration will be in accordance with the project budget and iMM Career By-Law. The indicated amount will be subject to the mandatory taxes accordingly to Portuguese Labor Law.

**How to apply:** Please submit your Motivation Letter, Detailed CV, MSc and/or PhD certificate and contact of 1 reference or one recommendation letter in PDF format through iMM website by clicking in the **“Apply”** button below the position job ad, **from 8<sup>th</sup> of February until 21<sup>st</sup> of February 2022.**

**Non-discrimination and equal access policy:** iMM promotes a non-discrimination and equal access policy, wherefore no candidate can be privileged, benefited, impaired or deprived of any rights whatsoever, or be exempt of any duties based on their ancestry, age, sex, sexual preference, marital status, family and economic conditions, instruction, origin or social conditions, genetic heritage, reduced work capacity,

disability, chronic illness, nationality, ethnic origin or race, origin territory, language, religion, political or ideological convictions and union membership.

Pursuant to Decree-Law nr 29/2001 of 3<sup>rd</sup> February, disabled candidates shall be preferred in a situation of equal classification, and said preference supersedes any legal preferences. Candidates must declare, on their honour, their respective disability degree, type of disability and communication / expression means to be used during selection period on their application form, under the regulations above.

**Evaluation Criteria:** Applications will be evaluated by Miguel Castanho, Ana Salomé Veiga and Ana Herdade, in accordance with the following method:

- 1st Phase: Curricular evaluation: 50% and Motivation Letter: 10%;
- 2nd Phase: Interview: 40%

**Results:** Both admitted and excluded candidates list and final classification list shall be posted at iMM website at <https://imm.medicina.ulisboa.pt/jobs/#results> and all admitted candidates will be notified by email.

**Preliminary Hearing and Final Decision Deadline:** After notification, all candidates have 10 working days to respond. Panel's final decisions are pronounced within a period of 90 days, from application deadline.

**Lisbon, 7<sup>th</sup> of February 2022**