

CALL FOR APPLICATIONS — R&D&I Project Manager

Job reference: AE2026-0221 (INESCTEC.OCEAN - CRAS)

Institution: INESC TEC – Institute for Systems and Computer Engineering, Technology and Science

Position: R&D&I Project Manager

Regime and location: Híbrido – Porto

Responsible: Nuno Miguel Cruz

Start date: Uncertain term contract, starting on September 01st or as agreed between the parties.

Job summary:

INESC TEC is inviting for applications for a R&D&I Project Manager in the field of Science and Innovation management.

INESC TEC is opening a call for applications for an R&D&I Project Manager in the field of Science and Innovation Management. INESC TEC's Centre for Robotics and Autonomous Systems manages a large volume of European and nationally funded projects that support scientific research in the field. Given the number of ongoing projects, we are seeking a project manager to oversee the various dimensions of these projects, monitoring deliverables, milestones, and deadlines.

Key responsibilities:

- Coordinate the preparation and submission of funding proposals (collaborative R&D, European projects, services to companies);
 - Ensure the organization and monitoring of ongoing projects (deadlines, deliverables, reports);
 - Ensure interaction with project partners, in coordination with technical teams and project leadership;
 - Liaise with funders and clients regarding project management;
 - Organize, prepare for, and participate in periodic project management meetings;
 - Support the management team and oversee procurement processes and resource allocation;
 - Work in collaboration with researchers, industrial partners, and funding entities;
 - Monitor funding opportunities and keep planning tools up to date;
 - Assist in the preparation of technical reports, progress reports, and project-related communications, as well as other dissemination activities;
 - Organize science and innovation events;
 - Monitor project financial execution in coordination with the centre's coordination team.
-

Minimum requirements and qualifications:

- Master's or PhD in Engineering, Management, or related fields.
 - Minimum of 5 years of experience in similar roles within a research center, project office, or innovation consultancy;
 - Strong written and verbal communication skills in Portuguese and English;
 - Ability to manage tasks, priorities, and deadlines with a strong sense of responsibility, discipline, and rigor;
 - Aptitude for teamwork and working in collaborative environments.
-

Preferential factors:

- Experience in team management and prior work in the management and coordination of national and European projects;
- Experience in drafting and organizing applications for competitive funding programs (e.g., PRR, FCT, Horizon Europe, PT2030);
- Practical knowledge of key public funding instruments and university-industry collaboration;
- Understanding of project financial management (e.g., budgeting, reporting, monitoring tools);
- Experience with collaborative software for task planning and management, documentation, etc.;
- Experience with management support tools;
- Fluency in English (written and spoken);
- Fluency in Portuguese (written and spoken);
- Strong communication, planning, time management, and risk management skills, as well as experience in writing technical and scientific reports.

What we offer

- Integration into an institution of excellence in the National Scientific System;
- A stimulating challenge and the chance to contribute to the creation of something new and of strategic importance to the institution;
- Collaborative, international, inclusive and innovation-oriented environment;
- Autonomy and the possibility of personal and professional growth;
- Access to specialized training, flexible working hours, hybrid working arrangements, health insurance and other benefits;
- Remuneration in line with experience and the role, with the possibility of bonuses via Performance Assessment.

Application process:

- Electronic form filling in <http://www.inesctec.pt/> in the section [WORK WITH US](#)
- Application period: 2026-07-23 until 2026-08-05
- Candidates who meet the minimum requirements will be admitted to the evaluation and selection phase.

Selection process:

Consisting of two phases, the first involves a Curriculum Assessment (CA) and the second an Individual Interview (IE). All parameters are assessed on a scale of 0 to 100, considering merit, suitability and preference factors.

The CA parameters and their respective weights are:

- **Professional Experience (PE, 40%):** Years of relevant experience in the field (30%); Relevance of previous positions (10%)
- **Academic Background (AF, 20%):** Highest academic degree obtained (30%); Relevance of courses to the position (10%)
- **Additional Certifications and Qualifications (CQ, 40%):** Additional certifications/training relevant to the position (10%); Verification of preference factors (10%)

Candidates with AC < 50 are excluded on absolute merit. The best five candidates who are not excluded. The best five candidates who are not excluded on absolute merit are called for the EI. The Final classification (FC) is obtained from the AC (70%) and the EI (30%).

Notification of results

The results of the selection process will be communicated to interested parties by email.

Disability bonus:

Candidates with a degree of disability equal to or greater than 90% will have a bonus of 20 points in the Curricular Assessment score.

Candidates with a degree of disability equal to or greater than 60% and less than 90% will have a bonus of 10 points in the Curricular Assessment score.

In these cases, the bonus score for the Curricular Assessment may exceed 100 points.

The degree of incapacity must be proven by submitting a Medical Certificate of Multipurpose Incapacity when applying.

Selection panel:

- President: Nuno Cruz
- Jury members: Bruno Miguel Ferreira, Nuno Miguel Abreu
- Alternate jury: Bruno Fernandes, Marcos Martins



Funded by the
European Union