

Seville, 12 December 2022

# Sustainable Urban Habitats for Biodiversity-friendly Cities Technical Assistant -SUH\_BfCTA-

Vacancy – Terms of reference

## A. Job description

**JOB TITLE:** Sustainable Urban Habitats for Biodiversity-friendly Cities Technical Assistant -SUH\_BfCTA-

**LOCATION:** LifeWatch ERIC ICT-Core premises in Seville, Andalusia (Spain)

**POSITION:** Full-time

**FUNDING RESOURCES:** LifeWatch ERIC ICT Core – Multi-regional Operational Programme for Spain ERDF (European Regional Development Fund) 2014-2020, for actions related to LifeWatch ERIC e-infrastructure located in the Autonomous Community of Andalusia; other modalities of ERDF (2021-2026), Next Generation, and Horizon Europe Funds

**COMPENSATION:** Competitive salary, commensurate to degrees and relevant experience

## B. Main responsibilities

- I. S/he will work under the supervision of, and directly report to, the PI of LifeWatch ERIC for the ERDF Projects, the CTO/Head of ICT-Core and FEDERTECH Offices, and/or the person(s) he may delegate, for the carrying out of the following tasks, activities and deliverables:

(1) The following up of the day-to-day of the activities carried out by LifeWatch ERIC projects in relation to, among others, the following: (a) Urban Biodiversity; (2) EU Green Infrastructure; (3) Geo-design and (4) Green Ports topics;

(2) Provision of support to ICT staff members, in gathering users' requirements for the co-design of the relevant LifeWatch ERIC Urban Biodiversity VREs and e-Tools;

(3) Support in the development and estimation of the associated socio-economics and governance KPIs (key performance indicators) and their standards;

(4) Support in the drafting of proposals, projects and initiatives at regional, national, EU and international levels.

### **C. The ideal candidate should meet the following requirements:**

- University degree or equivalent qualifications in International Affairs, Governance and/or Administration;
- MSc in Public Administration and Management will be also taken into account;
- Accredited professional experience on International Affairs and Cooperations in International Bodies, either at public or private level(s);
- Proven professional experience in activities related to urban (environmental) planning projects under the rules of EU frameworks;
- Experience in liaising with stakeholders and other Public Relationships activities for Urban Habitats co-design (experience in Communications Department) will also be highly considered;
- Excellence in writing and editing, as well as spoken fluency in English (C1/C2 level);
- Excellence writing and editing, as well as spoken fluency in Spanish (C1/C2 level);

- Proven organisation and analytical skills, capable of working in teams and under tight deadlines, in international environments and multi-language contexts;
- Willingness to travel abroad according to the specific working needs of this position;
- High-standard work ethic.

## ASSETS

- Accredited knowledge on International Administration in Legal and Global Governance schemes;
- Essential-compulsory IT skills: Accredited knowledge on (a) MS Office package; (b) ZOHO System and (c) Geographic Information Systems;
- Understanding of structure, functioning and regulation of the European Research Infrastructure Consortia (ERICs), in particular regarding ICT, biodiversity and ecosystems.

## D. The vacancy is subject to the following procedure

- A **short covering letter** and **Curriculum Vitae**<sup>1</sup> (EUROPASS format and annexes, 5 pages at the most) shall be submitted to the CTO/Head of ICT-Core [cto@lifewatch.eu](mailto:cto@lifewatch.eu), and in cc to [hring@lifewatch.eu](mailto:hring@lifewatch.eu), by **27 December 2022**. Please write "**SUH\_BfCTA Candidature**" in the email subject;
- The selection process will follow the Employment Policy of LifeWatch ERIC;

---

<sup>1</sup> Special note for Italian market: According to Italian Privacy Protection Law n. 196/03 any resume not mentioning explicitly the following wording: 'I authorise the use of my personal data in accordance with Italian Privacy Protection Law (30/06/2003, n. 196/03)' will be automatically deleted from our database and consequently not taken into consideration.

- S/he will be appointed for a full-time position. A competitive gross salary, based on the qualifications and experience of the candidate, will be offered. Employment will be in Spain, follow Spanish employment law and be subject to a 180-day trial period;
- This position is a full-time job. Her/his main office will be located at the LifeWatch ERIC ICT Core premises in Seville (Spain), without prejudice of the establishment of others in the future;
- Start date in office for the appointed person: **January 2023**.

**LifeWatch ERIC is an equal opportunity employer, and encourages all qualified candidates to apply, regardless of race, gender, age, national origin, or sexual orientation.**