

CESO is a Portuguese international development consultancy company, which provides technical assistance services in the main domains of economic, social and organizational development in international markets.

CESO's Technical Department is responsible for managing the company's project portfolio.

Project Manager, Technical Department

(Ref. DT 23/02)

Main Responsibilities of a Project Manager in relation to the Project(s) assigned to him/her:

- The planning of the activities;
- The planning of the interventions of the experts who make part of the different technical teams;
- Contractual and financial management;
- The coordination and elaboration of the activity reports;
- Backstopping support to the technical teams (logistic, administrative and operational);
- Whenever necessary, the search and identification of experts to respond to the particular needs of each project;
- Liaison with clients (European Union, World Bank, Government Institutions, etc.), as well as, partners of consortium fostering a good articulation and cooperative relations.

Minimum requirements (compulsory):

- Bachelor degree (4 years or equivalent) in economics, international relations or related area;
- Experience, specific training and/or interest in cooperation and international development;
- 3 to 5 years of working experience in Development and International Cooperation;
- Proven team management experience;
- Proven experience in developing and organising work processes;
- Proven experience in liaison with Public and Private Donors and Funders;
- Interest and high capacity of self-learning/research and work in themes and languages of diverse sectors (Agriculture and Rural Development, Health, Education, Public Finance, Private Sector Development, Diplomacy and Bilateral Relations, etc.);
- Availability to take on a proactive and autonomous (not to confuse with solitary) project management;
- Ability to write in a clear and concise manner and to communicate effectively orally;
- High commitment to the quality of your work and to the values of the company;
- Very good command of English and Portuguese;

Additional Requirements (advantage):

- Working knowledge of French or Spanish;
- Experience in the interpretation of contracts and rules of multilateral agencies;
- Experience in monitoring indicators towards the achievement of the Project's Results.

Location: Office in Lisbon. It is not anticipated the need for international travel.

Report: Technical Director

Start Date: November 2023

Duration: 12 months (extendable)

If you are interested, please submit your application with CV for our email: recursos.humanos@ceso.pt, and mentioning the reference in the subject of the email - Ref. DT 23/02, until 28th October.