

## Junior Project Manager

ATC Consultants GmbH has successfully implemented international consulting projects in more than 60 countries worldwide since 1985. We work for several international donor organisations mainly for the European Commission, the World Bank, the Austrian Development Bank and the Austrian Development Agency. The company is active in a variety of technical areas such as socio-economic regional development, public finance, justice and home affairs, democratisation and civil society, tourism, culture and world heritage.

We are currently seeking ambitious Junior Project Managers to join the ATC Project Management Unit in our office in Sofia (Bulgaria). This involves taking responsibility in the acquisition (recruit experts, draft project proposals and budget breakdowns etc.) of EU-funded projects and in the implementation of EU-funded development projects (technical and financial monitoring of the projects).

### Requirements:

- Education Level: Minimum a Bachelors´Degree but ideally a Masters´ Degree in a field related to EU Affairs / International Development / International Business
- Language Skills: Bilingual English is a must. Excellent French and/or Spanish would be a distinct advantage. Other languages are welcome.
- Previous Experience: Ideally, a previous experience of 1-3 years in the fields of EU Affairs and/or Business Development.
- Skills: Excellent communication and drafting skills, excellent use of the Microsoft Office Package and the Internet; familiarity with Project Cycle Management (PCM) and financial monitoring/budgeting would be a distinct advantage.
- Others: Hard-working / thriving for success / meticulous / stress resistant / ability to work to tight deadlines / team player with the ability to work on his/her own / friendly

We offer intensive training, attractive learning opportunities as well as a friendly and dynamic working environment. Furthermore, we provide for a merit-based career and competence development path. Remuneration package is based on local salary levels. If you are interested, kindly send your CV and contact information by 18h00 on the 06/10/2010 to [richard.chopra@atc-consultants.com](mailto:richard.chopra@atc-consultants.com) specifying the job reference. Only short-listed candidates will be invited for an interview.