

## Grants and Proposal Specialist (m/f/d)

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Company: EU Tech Chamber

Location: Pakistan

Category: business-and-financial-operations

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## Grants and Proposal Specialist (m/f/d)

Full Time

Pakistan

Remote

With Professional Experience

4/13/24

The European Technology Chamber is a registered NGO that enables European companies to use their technologies for the benefit of Europe and mankind - following our vision Technology obliges.

We are currently building our Marketing team and are now searching for

### **Grants and Proposal Specialist - (m/f/d) - 100% Remote**

#### **Your daily tasks:**

You will be responsible of preparation of international Proposals, grants and tenders

Review and analyze tender documentation and identify necessary resources to build a

dedicated team per bid

Completing the tender document (technical and financial part)

Ability to create professional proposals and clarifications

Technical ability to follow up and analyze the timelines and requests for managing tenders/Proposals with partners

Managing internal and external resources - related communication and coordination of all involved departments and external partners

**You should bring the following:**

4+ years of experience in international tenders and proposals management (with international development banks)

You have a degree, preferably in Engineering field

Ideally technical expertise in service fields (Environmental engineering industry)

Detail-oriented with strong organizational and time-management skills

Ideally knowledge in European commission grants and proposals

IT affinity (e.g. MS Office)

Flexible to work remotely with European Time Zone (if required)

Ability to work in a team

Excellent English Language skills.

**We offer:**

We stand for the vision of a better and more sustainable world - hand in hand with European technology companies. With the personalities & directors who are active in our organization worldwide, you create a great network and inspiration for your daily work - also for your personal future. Please apply with your updated resume.

You can find more information about us at [www.eutec.org](http://www.eutec.org) .

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