

## Project Coordinator - (m/f/d)

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Company: MuP Verwaltungs- und Beteiligungs AG

Location: , , Pakistan

Category: other-general

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. As Europe's leading tech network, we are constantly enlarging our team to serve our network even better.

We are currently looking for a

Project Coordinator - (m/f/d) 100% Remote

Your daily tasks:

Handle operational and administrative tasks to ensure projects are delivered efficiently

Plan, promote, manage and host events for targeted audiences (working group, workshops)

Do research, build network + consult with key stakeholders and prepare final roadmap for EU fisheries digitalization (together with Partners) , for their respective alliances.

Manage virtual meetings and events with Partners, speakers, participants, and audience.

Support development of know-how materials by Partners (Whitepapers)

Manage tasks as defined by grant agreement and partners.

Communicate with Partners + stakeholders and manage queries.

What we are looking for:

Masters Degree in political science, sustainable development international cooperation  
3+ years of experience in areas (fisheries, biodiversity, maritime spatial planning) which  
involve preferably in coordination roles

Excellent attention to detail.

Artistic Ability, Clear Vision and Creativity

Tech Savvy (familiar with MS Office Word/Excel/PowerPoint)

Excellent English Language skills is mandatory.

We offer:

We stand for the vision of a better and more sustainable world - hand in hand with  
European technology companies. With the personalities who are active in our organization  
worldwide, you create a great network and inspiration for your daily work - also for your  
personal future. So you get the chance to grow with us and the whole EU Tech Chamber.  
Our offer is a role in a fast-moving international organization. If you are looking for an activity  
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