

## Position A– Project Controller

### Reference: OMN-ID-RH-09-Eng\_2021\_Project Control

Collaborator sought for a **full-time position** with the R&D team of Omnidea in Portugal as **Project Controller**. This position offers you the opportunity to work in a dynamic environment inside one of the fastest-growing companies in the high tech industry. As a PC, you will be responsible supporting all the management activities such as planning, monitoring, and managing company projects, ranging from the strategic planning of activities to their implementation and control in accordance with the project manager requirements..

### Responsibilities

#### Supporting all project manager activities such as:

- Project planning and implementation
- Configuration and information management
- Cost and Schedule management
- Organization and conduct reviews
- Elaboration and coordination of proposals
- Coordinate internal and external resources for the successful execution of projects;
- Produce tools in Excel and Microsoft Project to support current and future Project Management Activities;
- Additional duties may be assigned, as needed

### Profile

- Technical background, with conceptual understanding or hands-on experience in space or engineering activities;
- Experience in project coordination and management;
- Strong analytical and problem-solving skills;
- Proactive attitude and ability to work in a team and individually;
- Good Knowledge of PM software tools like Microsoft Project;
- University Degree (Master's degree or equivalent), in Engineering
- Fluent English language.
- Candidates must be eligible to work in the EU

**Place of Work:** Monte da Caparica, *Lisbon* region, Portugal

**Application:**

Applicants should submit their **CV** and a succinct **cover letter** explaining their motivation for applying and how their profile fits the job requirements advertised. ***Applications not fulfilling all the minimum requirements will not be considered.*** Selection preference will be given to candidates fulfilling the preferential requirements.