

ANNOUNCEMENT

The “Petru Poni” Institute of Macromolecular Chemistry (ICMPP), headquartered in Iași, 41A Aleea Grigore Ghica Vodă, Iași County, organizes a competition for filling a temporarily vacant contractual position, of unique character, in accordance with the provisions of Government Decision no. 1336/28.10.2022, respectively Emergency Ordinance no. 156/30.12.2024, Art. VII (1) and (2), as follows:

POSITION TITLE: Expert (specialization - project management), COR code 242101

NUMBER OF POSITIONS: 1 temporarily vacant position

POSITION LEVEL: execution position

DEPARTMENT / STRUCTURE: Communication, Projects and Technology Transfer Department

WORKING TIME: full-time, 8 hours per day; 40 hours per week

PERIOD: fixed-term

The general participation requirements are those provided for under Art. 15 of Government Decision no. 1336/28.10.2022 approving the Framework Regulation on the organization and career development of contractual staff in the public sector paid from public funds:

- holds Romanian citizenship or the citizenship of another Member State of the European Union, of a state party to the Agreement on the European Economic Area (EEA), or of the Swiss Confederation;
- knows the Romanian language, both written and spoken;
- has working capacity in accordance with the provisions of Law no. 53/2003 - Labor Code, republished, with subsequent amendments and additions;
- has a state of health appropriate for the position for which he or she is applying, certified by a medical certificate issued by the family doctor or by authorized healthcare units;
- meets the education, length of service in the specialization and, where applicable, other specific conditions according to the requirements of the position put out to competition;
- has not been definitively convicted for committing an offence against national security, against authority, against humanity, corruption or service-related offences, forgery offences or offences against the administration of justice, intentional offences which would make a candidate incompatible with the exercise of the contractual position for which he or she is applying, except for the case in which rehabilitation has occurred;
- is not serving a complementary sentence by which the right to occupy the position, to exercise the profession or trade, or to carry out the activity used for committing the offence has been prohibited, and no safety measure prohibiting the occupation of a position or the exercise of a profession has been ordered against him or her;
- has not committed the offences provided for in Art. 1 para. (2) of Law no. 118/2019 on the National Automated Register regarding persons who have committed sexual offences, offences of exploitation of persons or offences against minors, as well as for supplementing Law no. 76/2008 on the organization and functioning of the National Judicial Genetic Data System, with subsequent amendments, for the fields provided under Art. 35 para. (1) letter h).

The specific conditions required for participating in the competition and occupying the contractual position established on the basis of the duties corresponding to the position of Expert (specialization - project management) are:

- completed long-cycle higher education studies, graduated with a bachelor's degree, or studies under the Bologna system, graduated with a bachelor's degree.
- English-language communication skills - at least intermediate level (B1).
- digital skills (use of the Microsoft Office package, Adobe Acrobat, the MySMIS platform, as well as online collaboration IT systems such as Google Workspace, Microsoft Teams, Zoom).

- ability for self-organization and task prioritization;
- maintaining confidentiality;
- availability for travel in the country and abroad;

Requirements constituting an advantage:

1. Length of service in the labor field (project implementation) constitutes an advantage and must be proven by supporting documents;
2. Previous participation in the implementation of projects with European funding (e.g. Horizon Europe projects, PNRR, etc.);
3. Professional training courses in the field of project management (e.g. recognized certificate, COR code 242101);
4. Experience in drafting reports, supporting documents, and working with multidisciplinary teams;
5. Knowledge of ICMPP's field of activity constitutes an advantage.

DESCRIPTION OF DUTIES ASSIGNED TO THE POSITION (excerpt from the job description):

The holder of the Expert (specialization - project management) position has, mainly, the following duties and responsibilities:

- continuous monitoring of competitively funded opportunities in ICMPP's fields of activity and proactive identification of opportunities for network collaboration and partnership at national/international level;
- participates in the preparation and submission of project proposals, ensuring alignment with funding requirements and the institute's strategic objectives;
- participates in ensuring the efficient implementation of projects and compliance with funding regulations, including the development of the work plan, budget management and reporting, in close communication with the implementation team and ICMPP support departments;
- participates in internal and external project meetings, workshops and dissemination activities;
- systematically identifies the strengths and weaknesses of project proposals (both selected and not selected for funding), organizes internal meetings and communicates them to staff for continuous improvement;
- ensures the archiving of documents related to ICMPP partnerships and cooperation agreements;
- maintains contact with internal and external stakeholders, including project partners, funding agencies, national contact points, the Romanian Office for Science and Technology to the EU, as well as relevant institutional departments;
- participates in the working group established within ICMPP for the evaluation and selection of project proposals to be submitted to various project competitions;
- participates in training seminars organized at national and international level;
- organizes training seminars for ICMPP researchers regarding new information packages and funding opportunities through national/international grants in ICMPP's fields of activity;
- participates in periodic training delivered by specialists in the field.

For registration for the competition, candidates shall submit an application file containing the following documents:

- application form, according to the model provided in Annex no. 2 of the Framework Regulation on the organization and career development of contractual staff;
- copy of the identity card or any other document proving identity, valid according to the law;
- copy of the marriage certificate or another document by which the change of name was made, where applicable;
- copies of documents attesting the level of studies (baccalaureate diploma, bachelor's degree, master's degree together with the corresponding transcripts) and of other documents attesting completion of specializations, as well as copies of documents proving the fulfilment of the specific conditions required for the position;

- NOTE: Diplomas obtained in other states must be recognized by the National Center for Recognition and Equivalence of Diplomas (CNRED), and implicitly by the National Council for the Attestation of University Titles, Diplomas and Certificates (CNATDCU), or the relevant procedures for such recognition must have been initiated. If the candidate declared the winner does not hold a diploma issued by an educational institution in Romania, he or she must submit a certified copy of the recognition or equivalence certificate before appointment to the position and signing the individual employment contract, under the sanction of non-issuance of the administrative act of appointment;
- proof of length of service (copy of the employment record book, certificate issued by the employer for the period worked, extract from the General Register of Employees, or other documents compliant with the legislation in force proving length of service), where applicable;
- criminal record certificate or, where appropriate, extract from the criminal record;
- medical certificate attesting the corresponding state of health, issued by the candidate's family doctor or by authorized healthcare units no more than 6 months prior to the conduct of the competition;
- Curriculum Vitae, common European model (signed and dated).

COMPETITION CALENDAR TO BE HELD AT THE INSTITUTION'S HEADQUARTERS:

No.	Activities	Date and time
1.	Publication of the announcement	18.08.2025
2.	Submission of application files for the competition to the address: "Petru Poni" Institute of Macromolecular Chemistry Iași, headquartered in Iași, 41A Aleea Grigore Ghica Vodă, Iași County	Deadline: 25.08.2025, 12:00
3.	Selection of files by the members of the competition committee	26.08.2025, 10:00
4.	Publication of the results of file selection	26.08.2025, 12:00
5.	Submission of appeals regarding the results of file selection	27.08.2025, 12:00
6.	Publication of the result of appeal settlement	28.08.2025, 14:00
7.	Taking the written examination	29.08.2025, 10:00
8.	Publication of the written examination result	01.09.2025, 12:00
9.	Submission of appeals regarding the written examination result	02.09.2025, 12:00
10.	Publication of the result of appeal settlement	03.09.2025, 12:00
11.	Taking the interview	04.09.2025, 10:00
12.	Communication of results after the interview	05.09.2025, 12:00

13.	Submission of appeals regarding the interview result	08.09.2025, 12:00
14.	Publication of the result of appeal settlement	09.09.2025, 12:00
15.	Publication of the final competition result	09.09.2025, 14:00

TOPICS

for the competition organized for filling the temporarily vacant position of Expert in project management

- Organization and functioning of the Romanian Academy;
- Organization and functioning of ICMPP Iași;
- National and European priorities in the competitive funding of RDI projects;
- National and European sustainable development strategies;
- Strategic plan for developing the research component through national/international projects.

BIBLIOGRAPHY

for the competition organized for filling the temporarily vacant position of Expert in project management

Law no. 752/2001 on the organization and functioning of the Romanian Academy, republished Statute of the Romanian Academy - Decision no. 4 of 13 March 2025 amending the Statute of the Romanian Academy, published in the Official Gazette no. 592 of 25 July 2025:

<https://legislatie.just.ro/Public/DetaliuDocument/299319>

ICMPP Organization and Functioning Regulation: https://icmpp.ro/public_info.php

ICMPP Internal Regulation, rev. 5, available at: https://icmpp.ro/public_info.php

Law no. 183 of 10 June 2024 on the status of research, development and innovation staff:

<https://lege5.ro/Gratuit/ge2tenjzgezto/legea-nr-183-2024-privind-statutul-personalului-de-cercetare-dezvoltare-si-inovare>

Art. 538-562 (contractual staff within public authorities and institutions) of Emergency Ordinance no. 57 of 3 July 2019 on the Administrative Code, with subsequent amendments and additions:

National Research, Development and Innovation Plan 2022-2027;

National Strategy for Research, Innovation and Smart Specialisation (2022-2027):

<https://www.mcid.gov.ro/programe-nationale/strategia-nationala-de-cercetare-inovare-si-specializare-inteligenta-2022-2027/>

Horizon Europe Programme: https://research-and-innovation.ec.europa.eu/funding/funding-opportunities/funding-programmes-and-open-calls/horizon-europe_en

Specific rules of the Horizon Europe programme (AGA - Annotated Grant Agreement):

https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/aga_en.pdf

National Circular Economy Strategy: <https://dezvoltaredurabila.gov.ro/strategia-nationala-privind-economia-circulara-13409762>

Legislation reference: <https://legislatie.just.ro/Public/DetaliuDocumentAfis/215925>

National Recovery and Resilience Plan: <https://proiecte.pnrr.gov.ro/>

Additional information may be obtained by phone at 0332 880 050 ext. 207, by e-mail at pricob.narcis@icmpp.ro and on the website www.icmpp.ro, contact person: Narcis PRICOB, holding the position of Legal Adviser I - HR, within the "Petru Poni" Institute of Macromolecular Chemistry (ICMPP).

ICMPP DIRECTOR,

dr. Valeria HARABAGIU