**Regional Innovation Scheme (RIS) Officer**

**CONTACT DETAILS**

*Please fill out the contact details below in order to facilitate communication.*

|  |  |
| --- | --- |
| **Name:**  | **Surname(s):**  |
| **Nationality/ies:**  | **Address:**  |
| **Email:**  | **Mobile:**  |
| **Gender:**  | **Mother Tongue/s:**  |

**SECTION 1: ELIGIBILITY**

*Please respond to each statement below with only a Yes or No entered in the third column.*

|  |  |  |
| --- | --- | --- |
| **ELIGIBILITY** | **STATEMENT** | **CONFIRM** |
| **Nationality:** | Be a national of an EU Member State or an EFTA state[[1]](#footnote-1); or have a work permit to work in Hungary, Spain or in one of our Hubs (Munich, Prague, Copenhagen, Helmond) |  |
| **Citizenship Obligations:** | I can provide a certificate of good conduct (confirming the absence of any criminal record). And if applicable, I have completed any military service obligations |  |
| **Education:** | Completed Business or Engineering Masters’ degree or three years of equivalent professional experience[[2]](#footnote-2). For candidates with experience in community building competences, candidates with related social science’s degree are welcome. |  |
| **Languages:** | Written and spoken English (C1) and one additional relevant Hub community language of RIS countries is a strong advantage. |  |
| **Sector experience:**  | 3 years of experience in the sector of Innovation management or EIT RIS management or EU program management in RIS countries or community management in the field of Mobility. |  |
| **Operational experience:** | 2 years of experience with EU funding mechanisms and schemes.In your application kindly highlight your qualifications and experiences matching one or more of the below fields:* + Community management
	+ Innovation management
	+ Start-up development and support
 |  |

**SECTION 2: COVER LETTER**

*Describe specifically how your experience matches the skills defined in the job description for the* ***RIS Officer****. Use examples to illustrate your competencies. This should be no more than 2 pages.*

**SECTION 3: CURRICULUM VITAE**

*Please cut and paste your most recent CV limited to 3 pages.*

1. EFTA countries are Norway, Iceland and Liechtenstein as defined by as defined in Article 2 of the EEA agreement. [↑](#footnote-ref-1)
2. Only qualifications issued by an EU Member State authorities and qualifications recognised as equivalent by the relevant EU Member State authorities will be accepted. [↑](#footnote-ref-2)