

Project Manager position

About us

At Cooling Photonics we are busy trying to change how we manage heat. We are a startup based in Barcelona, Spain, working on bringing innovative solutions to heat problems. We work at the intersection of disciplines such as photonics, nanotechnology and materials engineering. We develop, manufacture and commercialise innovative and cutting-edge solutions for passive heat management that reduce energy consumption and carbon emissions. In day-to-day life, you will see our core values shining through our “Coolers”. The passion and dedication towards our mission will hit you the moment you walk through our doors - and there’s no feeling like it. Our journey is not plain sailing - it requires proactive, flexible and top performing individuals who are committed to the world sustainability and energy efficiency. But one thing is for sure - it's going to be a fun ride! Are you ready to change the world with us?

The role:

We are seeking a talented and experienced Project Manager to join our team and lead our Program Management Office (PMO). The PMO will be responsible for overseeing projects across the company, including commercial, product development and operations as well as supporting the preparation of applications and project execution of public funding initiatives.

Main Tasks and responsibilities:

We look for exceptional people and give them a level of responsibility, exposure and autonomy that will accelerate their career.

You will be responsible for establishing and leading the PMO function within the company, providing strategic direction and guidance for project management initiatives.

Responsibilities

- Oversee the entire project’s lifecycle, from initiation to closure, ensuring adherence to project management best practices and methodologies.
- Collaborate with cross-functional teams to define project scope, objectives, and deliverables, and establish project plans, schedules, and budgets.
- Provide leadership and support to project teams, ensuring effective communication, coordination, and collaboration to achieve project goals.
- Monitor project progress, identify risks and issues, and implement proactive measures to mitigate them, ensuring projects stay on track and within budget.
- Develop and maintain project documentation, including project plans, schedules, and status reports, and ensure timely and accurate reporting to stakeholders.
- Identify resource requirements and allocate resources appropriately to ensure project success.
- Manage stakeholder expectations and foster strong relationships with internal and external stakeholders, including clients, partners, and funding agencies.
- Support the preparation of applications for public funding, including researching funding opportunities, preparing project proposals, and coordinating with relevant departments.

- Stay up-to-date with industry trends, project management methodologies, and funding opportunities, and share best practices with the team to enhance project management capabilities.

Who you are:

We are looking for a highly motivated project manager, interested developing its career in a fast and dynamic environment. Knowledge of photonics, nanotech, renewable and clean energy, chemistry are a plus.

Minimum requirements

- You **have a PhD degree** in engineering, physics, nanotechnology, or equivalent.
- Proven experience (4+ years) in project management, leading complex projects and teams, preferably within the tech industry and startup environment.
- Strong knowledge of project management methodologies, tools, and best practices.
- Experience in managing projects funded by public sources and preparing applications for public funding.
- Proficiency in project management software and tools such as Notion or Jira.
- Good understanding of material properties cooling technologies are a plus.
- You thrive in a collaborative environment involving different stakeholders and subject matter experts.
- Proven track record for working well across teams and with external partners.
- You are a strong communicator and can explain complex issues in clear, persuasive language.

Competences:

- Excellent leadership and communication skills, with the ability to effectively collaborate with cross-functional teams and stakeholders at all levels.
- Strong analytical and problem-solving abilities, with a focus on driving results and delivering projects on time and within budget.
- Exceptional organizational skills and attention to detail, with the ability to prioritize and manage multiple projects simultaneously.
- Highly motivated, have a transversal background and enjoy learning new skills.
- Self-motivated and willing to tackle the challenges of characterizing the thermal performance of our multi-functional films in relevant environments.
- Creative, collaborative and like to work in a high performant team to solve problems.
- Ability to meet deadlines with quality output deliverables.
- Flexible to accept new challenges in the future, and to evolve together with the changing R&D demands of our high-tech environment.
- Proactive and autonomous character
- Excellent team player with very good communication and reporting skills.
- Professional certifications such as PMP (Project Management Professional) or PRINCE2 (Projects in Controlled Environments) are a plus.

Summary of conditions:

- Full time work (37,5h/week)
- Contract Length: Permanent contract
- Competitive salary to be tailored to qualifications and demonstrated experience.
- Estimated Incorporation date: As soon as possible.
- 30-day holidays.
- Possibility of hybrid working.
- No suits! Unless it's Carnival or Halloween.

Please submit your CV in English to info@coolingphotonics.com with the subject "Project Manager application"

*At Cooling Photonics, we're committed to equal employment opportunity by regardless of race, colour, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender, gender identity or expression, or veteran status. We strive to be a more equal opportunity workplace.