



## Internship offer - Innovation consultant & European projects

**Location:** Bordeaux, France

**Duration:** 5 to 12 months

**Starting date:** flexible until March 2020

**Contact:** pierre.ponsar@efund.fr

Efund is a French-Bulgarian consulting company specialised in the setting up and management of projects financially supported by the European Commission. Created in 2018 to help private companies and research centres to innovate, Efund is growing and looking to develop its French and Bulgarian offices. The company works within the frameworks of H2020, LIFE and ERASMUS+ programmes.

**Mission :** You will be in charge of setting-up proposals in response to calls for proposals issued by the European Commission. More particularly you will be responsible for:

- Reading and understanding the calls, defining projects objectives, concepts and the profiles of relevant companies,
- Prospecting new clients in relation to a specific call,
- Building a consortium and facilitating communication between the partners,
- Negotiating with the clients to reach our internal budget objectives,
- Assisting and advising clients on financial, administrative (eligibility of costs, reporting period, guidance on EU rules) and technical content (project objectives, ensuring full compliance to the call, definition of work packages, state of the art, technical framing, etc),
- Writing the proposal in English (Technical and Financial parts), working in close collaboration with an experienced consultant,
- Providing administrative and financial management to accepted projects.

In addition to the consulting work, the intern will be involved with the General Manager on executive tasks. At the end of the internship, the intern might be proposed to join the company with an unlimited contract to develop a business unit around his field of specialisation in Bordeaux, or to join the Bulgarian office in Sofia.

### **Your profile :**

- Complete English capabilities, including excellent English writing skills,
- Analysis and synthesis capabilities,
- Ability to define abstract technical concepts,
- Curiosity and ability to think outside the box,
- Microsoft Office/G Suite skills,
- Good stress and pressure management skills,
- Both teamwork and high autonomy are required.

**Why join Efund?** The EC grant system tackles a wide variety of innovative topics. Whatever your specialization and interests, you will be able to work on inspiring and exciting projects while developing a range of new skills, fostered by the environment of a growing company.

If you strive to make a difference, you may have a place waiting for you at Efund.

*CV and cover letter in English required (pdf format). Possibility of permanent contract (in Sofia or in Bordeaux) after internship completion. Only short-listed candidates will be contacted for an interview.*