



Tionól Réigiúnach
an Deiscirt
**Southern Regional
Assembly**

Projects Officer (Grade V)

The Southern Regional Assembly, wishes to recruit a full-time Projects Officer to support the management and delivery of projects funded through EU Programmes and national sources.

The Post

Duties will include:

- Liaising with organisations and groups to generate project ideas
- Working with potential partners to develop high quality project applications
- Preparing project applications and EU Funding bids
- Managing the implementation of projects including financial management and reporting
- Collaborating with internal and external stakeholders
- Identifying potential funding streams of regional benefit
- Undertaking work related travel, as required (both domestic and international)

The Person

Well educated with excellent interpersonal and communications skills and an ability to deal with people across a range of organisations, candidates should possess a good standard of experience in office organisation, financial procedures and staff management. The Projects Officer will also be expected to have a satisfactory knowledge of public service organisation in Ireland and a practical understanding of economic, social and planning issues at national, regional and local level. An awareness of the principles, management, control and reporting requirements of EU Structural Funds is desirable, as is knowledge & experience of project management and financial management.

Salary

Salary is €48,089 - €57,572 p.a. (inclusive of Long Service Increment).

Location

The HQ of the Regional Assembly is in Waterford City and the post will be based at HQ. The Regional Assembly operates a remote working policy.

Closing Date

The closing date for receipt of completed application forms is **Thursday, 28th of March 2024**

Further Details

Application forms and further particulars can be downloaded from the website www.southernassembly.ie or from hr@southernassembly.ie

The Southern Regional Assembly is committed to a policy of equal opportunity



Rialtas na hÉireann
Government of Ireland



Arna chomhchistiú ag
an Aontas Eorpach

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