

Technical Projects Officer – Full Time

****Immediate Employment****

Purpose of the position

AcrossLimits develops funding proposals for international EU projects in the deep tech, health, education, financial and cultural sectors. We are looking for a proficient writer with background knowledge and interest in tech-related subjects to support writing efforts and research for proposals and projects in a variety of technical fields. Our ideal candidate would be able to demonstrate an educational background, interest or experience in one or more technical areas such as computer science, ICT, AI, quantum computing, robotics, engineering, data science, digital infrastructures, and more.

The vacancy is available on a full-time basis only and applicants must be willing to travel for meetings and events in Europe when required.

Responsibilities & duties

- Desk research on different sectors and fields of knowledge, to gain a solid enough grounding to write funding proposals on a subject.
- Original writing of long and detailed funding proposals for EU grants and tenders without reverting to using AI tools.
- Creating spreadsheets and summarising information on available EU calls and opportunities for funding.
- Liaising between clients and international partners with regards to proposal writing.
- Writing articles or research reports as needed to be published online or for internal use.
- Supporting the projects team in implementing tech-related projects, such as advising on technical aspects of project implementation and supporting deliverable and report writing.
- Attending virtual project meetings, international events and conferences when needed.

Skills needed for the post

- Proficient and demonstrable written and oral communication skills in English (level C2). A short writing task will be provided to short-listed applicants to test their skills accordingly.
- Able to research and understand complex subjects in a variety of technology fields, even without having an academic grounding in the area.
- Excellent organisational, time management, and multi-tasking skills, with the ability to prioritise and meet deadlines.
- Strong interpersonal skills with the ability to work independently and as part of a multicultural and multinational team, including attending meetings.

- Willing to be trained on EU funding and proposal writing.
- Willing to travel around Europe when needed.
- Proficiency in Microsoft Office or Google Workspace.
- A personal interest in tech, and eagerness to stay up to date on latest tech developments, either in a specific field or more broadly.

The following would be considered an asset

- Bachelor's or Master's Degree in a scientific or technical subject, ideally with relevance to technology (e.g. AI, computer science, data science, etc)
- Experience in managing or developing EU or international research projects.
- Experience in technical or scientific writing including project proposals or academic publications.
- Ability to speak additional languages (other than English).

Location

- Will mostly work remotely but will be expected to attend monthly meetings in Malta as well as occasional third party events such as conferences and workshops.
- Travel around Europe will occasionally be required (on average once per quarter).

Salary

- Employment will be on an indefinite contract. Remuneration will be between Eur 24,350 and Eur 26,350 per annum excluding government bonuses, depending on experience.

If you think you have what it takes, send us a motivation letter explaining why you are the best person for this job and attach your CV on jobs@acrosslimits.com

Shortlisted applicants will be required to submit a skills task.

CLOSING DATE OF APPLICATIONS: 31 August 2025