Montenegro

 Ministry of European Affairs

**VACANCY ANNOUNCEMENT**

The Ministry of European Affairs (MEA) of Montenegro, as the National Authority of the Interreg Euro-MED programme and National URBACT Point for the URBACT IV (2021-2027) programme invites interested candidates to apply for the following position:

**National Contact Point located in Podgorica**

*Qualifications and skills*

* University degree;
* Fluency in both written and spoken English and the official languages in Montenegro;
* Good communication, organizational and presentation skills;
* Computer literacy;
* Driving license.

*Professional experience*

* At least 6 years of professional experience (compulsory);
* At least 3 years of experience in programme/project management (compulsory);
* Knowledge of PRAG (compulsory);
* Experience in at least one EU-funded project in the last 3 years (compulsory);
* Experience in project monitoring and/or reporting and financial management (asset);
* Experience with / in public administration (asset); and
* Knowledge about IPA INTERREG Programmes (asset).

**Application procedure**

Interested candidates have to submit following application documents:

* A curriculum vitae (CV) in Europass format (in English);
* A motivation letter in English;
* Photocopy of University degree;
* Photocopy of valid driving licence.

**Interested candidates should send application documents by 2 October 2023 to the following email address:** **anita.berisa@mep.gov.me** **specifying in the Subject:** **National Contact Point for the Interreg Euro-MED and the URBACT IV (2021-2027) programmes**

Only short-listed candidates shall be contacted for an interview.

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|  | *Project*  |  |