

UNYT is an accredited multi-ethnic, private university in Tirana, Albania, delivering American degrees, established since 2002. It strives to provide an intelligence, knowledge, skills and technology-intensive University Education that shifts efforts, intellectual assets and resources from a local to a global environment through participating and inter active learning in small classes. UNYT is an equal opportunity employer. We are accepting applications to fill the vacancy in the administrative position:

## RESEARCH, PROJECT & INNOVATIONS OFFICER

The Research, Project and Innovation Officer will have a key role in shaping research projects and acquiring (governmental and mixed public-private) research funding for innovative ideas and implementations that could have major economical and societal impact.

### Responsibilities:

- Increase UNYT's university profile and reputation both locally and internationally by increasing the quality and quantity of research published by the academic staff at UNYT.
- Transform UNYT into a place where academics would join, contribute and enjoy.
- Increase the outreach of the UNYT's academic research to the society as a whole.
- Further the project development capabilities of UNYT
- Add value to the research component by engaging in multidisciplinary research.
- Create a university-wide innovation unit that seeks to transform concrete business ideas into value (a tangible product).
- Create an extra attractive ecosystem for entrepreneurship-minded UNYT students.
- Make the proposed innovation unit available to the society at large.

### Key Qualifications:

- Bachelor degree, preferably Master degree in Management Communication, or related area
- Good level of analytical skills and the ability to communicate complex information clearly, both orally and in written form
- The ability to work collaboratively with colleagues
- The ability to use personal initiative and creativity to solve research problems
- Fluency in English language, knowledge of Turkish language is considered an advantage

### Deadline for Applications: January 15<sup>th</sup> 2022

*For more information we invite all interested candidates  
to visit our website [www.unyt.edu.al](http://www.unyt.edu.al) (job vacancies section)*

Applicants need to demonstrate ability to strengthen the departmental and organization's profile. Cultural adaptability, the ability to collaborate well in a multi-ethnic environment.

### Application:

Qualified candidates are kindly requested to send **by e-mail** at [hr@unyt.edu.al](mailto:hr@unyt.edu.al) the following

1. A Letter of Application detailing key Qualifications for this position;
2. Current curriculum vitae;
3. Photocopies of credentials and transcripts;
4. And the names, titles, positions, postal and e-mail addresses, at least two professional references

### IMPORTANT NOTES:

- **ONLY** complete applications will be considered; all documents must be sent in one message.
- **ALL** candidates will have a feedback from Human Resources office.