

## GRADUATE COMMUNICATIONS OFFICER

Shannon Applied Biotechnology Centre (Shannon ABC) is a Research Centre and Technology Gateway based on the collaboration between Munster Technological University and the Technological University of the Shannon: Midlands Midwest. The Shannon ABC Technology Gateway is co-funded by the Government of Ireland and the European Union through the ERDF Southern, Eastern & Midland Regional Programme 2021-27. A Graduate Communications Officer is required for Shannon ABC to support the promotion of the Centre and business development activities.

This is an exciting role with opportunity to engage across two Technological Universities and to directly impact on business development activities of the Centre.

### Minimum Qualifications

Applicants should hold a Bachelor's degree in communications, marketing, or related.

Candidates must demonstrate the following:

- Excellent interpersonal skills;
- Solid knowledge of communication tools;
- Thorough knowledge of social media, web analytics and website editing.

An interest in, or understanding of Science is an advantage.

### Job Duties and Responsibilities

- Work under the direction of the Centre Manager to support the business development team;
- Conducting promotional activities;
- Overseeing campaigns on social media;
- Identifying opportunities for promotional activities;
- Engagement with external customers, such as companies, academic institutes, national and international research bodies.

**Salary:** A salary of up to €30,033 will apply to this post, dependent on qualifications and experience.

This post is available on a fixed term basis for a period of 12 months

**Application Procedure:** The University operates an online recruitment system. All applications to be made online at [www.mtu.ie/vacancies](http://www.mtu.ie/vacancies)

**Location:** This post is based at the Shannon ABC facility in MTU, Kerry in Munster Technological University in Tralee however, occasional travel maybe required.

**Citizenship Requirement:** Candidates should note that eligibility to compete for posts is open to citizens of the European Economic Area (EEA) or to non-EEA nationals with a valid work permit. The EEA consists of the Member States of the European Union, United Kingdom along with Iceland, Liechtenstein and Norway. Swiss citizens under EU agreements may also apply.

It is an offence under the Employment Permits Acts 2003 and 2006 for both an employer and an employee if a non-EEA National is in employment without an appropriate employment permit. Employment permit holders can only work for the employer named on the permit.

**Informal enquiries::** Informal enquiries **ONLY** may be addressed to [tim.yeomans@mtu.ie](mailto:tim.yeomans@mtu.ie)

**Closing date for applications is 1.00pm Wednesday, 7<sup>th</sup> February 2024**

Applications received after the closing date will not be accepted.

*The Human Resources Office, Munster Technological University, Tralee, Co Kerry*  
Telephone: +353 66 714 5613

Web Site: [www.mtu.ie](http://www.mtu.ie) Email: [humanresourceskerry@mtu.ie](mailto:humanresourceskerry@mtu.ie)

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