



[ERTICO-ITS Europe](#) is a public-private partnership with more than [120 Partners](#) that drives forward innovation in Intelligent Transport Solutions (ITS) for a safer and more sustainable future for European citizens. At ERTICO, we thrive in a fast-paced, ever-changing world and pride ourselves on promoting innovative technology solutions. We seek restless spirits ready to bring smart mobility further to life, and make a difference.

We are currently seeking to recruit a full-time position based in Brussels for our Innovation and Deployment Department

PROJECT SUPPORT MANAGER

Department: Innovation & Deployment (I&D)

Reports to: Head of Green and Urban Area, Innovation & Deployment

Location: Brussels, Belgium (Hybrid Work Model)

Contract Type: Full-time, Permanent

ERTICO – ITS Europe is looking for a motivated and skilled **Project Support Manager** to support the delivery and development of Horizon Europe projects. Working closely with the Project and Senior Project Manager, the selected candidate will play a vital role in the execution of EU-funded projects, partner coordination, administrative project management, and proposal building support. This is a unique opportunity to grow in a leading European public-private partnership focused on future mobility, innovation, and sustainability.

Your responsibilities for ERTICO:

Horizon Europe Projects Support & Delivery

- Support the planning, coordination, and delivery of Horizon Europe and other EU-funded projects.
- Assist in preparing deliverables, internal reports, and project documentation.
- Help monitor project timelines, milestones, and budgets in collaboration with the Senior PM.
- Coordinate with internal departments and external partners to ensure smooth project execution.

Horizon Europe Proposal Development

- Contribute to drafting and compiling proposal content, administrative forms, and supporting documents for new Horizon Europe submissions.
- Assist in identifying potential funding opportunities and support the proposal preparation process under the guidance of the Senior PM.
- Maintain regular communication with project partners and stakeholders.
- Actively contribute to the development of new ideas, pilots, or research activities
- ERTICO Partnership Engagement & Strategy Contribution
- Help organize and facilitate meetings, workshops, and events related to ERTICO partnership and area projects.
- Represent ERTICO in internal and occasional external stakeholder meetings.
- Contribute to success of ITS Europe and World Congress organised by ERTICO

Qualifications we require:

Essential:

- University degree in Engineering, Transport Planning, Environmental Policy, EU Affairs, or a related field.
- Minimum 3–5 years of professional experience in EU project management or coordination (preferably H2020 or Horizon Europe).
- Familiarity with the Horizon Europe framework and the ECAS/SEDIA platform.
- Strong organizational, time-management, and multi-tasking abilities.
- Strong written communication skills, attention to detail, and a proactive attitude.
- Fluent in English (spoken and written); additional EU languages are an asset.

Desirable:

- Experience supporting large EU consortia or green and urban mobility projects.
- Knowledge of ITS, Electrification, CCAM, Urban Mobility or sustainable transport concepts.
- Familiarity with project management tools (e.g. MS Project, Smartsheet, or similar).
- Previous experience with stakeholder or partner engagement
- Previous experience in organising events and workshops

What we offer

- An excellent working opportunity in a dynamic and international team
- An attractive extra-legal benefit package along with the salary
- A strong cultural environment where [Values](#) embrace everything, we do to achieve our vision
- A highly skilled team, which is **Cooperative, Open** and **Passionate**
- A **Visionary** working atmosphere which aims to be positively **impactful** for you, your skills and career development

*Please send your **CV and motivation letter** to recruitment@mail.ertico.com.*

