

The CTFC is a research centre affiliated with the Generalitat de Catalunya (the Catalan government), and it is related to it through the Ministry responsible for forest issues.

CTFC is a CERCA centre and is accredited as a TECNIO agent by Government (public Technology developer).

It has been granted a 'Human Resources Excellence in Research' award by the European Commission, recognizing CTFC as a European research institution that fosters an attractive and motivating work environment.

## **PLANT MANAGER (TECHNOLOGICAL HUB)**

**Reference:** 24-05-00021

**The Forest Science and Technology Centre of Catalonia (CTFC)**, located in Solsona (Pre-Pyrenees, 120 km from Barcelona), Spain, employs app. 160 staff, produces > 120 scientific articles annually and has a turnover of app. 9 Mil. €/year. Further institutional information is available at: [www.ctfc.cat/en](http://www.ctfc.cat/en).

CTFC's research activity is organised around three programs: 1) Multifunctional Forest Management; 2) Landscape Dynamics and Biodiversity; 3) Bioeconomy and Governance. A Project Promotion Office (PPO) gives support to all the researchers and technicians in managing projects.

The Forestry Hub of Catalonia aims to promote research and training in the field of sustainable forest management and the bioeconomy, enhancing the competitiveness and dynamism of the sector, and establishing public-private partnerships to accelerate changes. With the primary objective of supporting the transition towards a circular bioeconomy, the Forestry Hub (3.900 m<sup>2</sup> plot) will become an exemplary facility in terms of materials and circularity, encompassing four laboratories: wood construction and furniture; green chemistry; aromatic plants and mycology.

### **TERMS OF THE APPOINTMENT**

1. Incorporation within 3 months.
2. Contract for scientific-technical activities, full-time position.
3. Working hours: a total 37.5 hours per week with flexible hours as established in the CTFC labor agreement.
4. Job position: Solsona (Solsonès).
5. Remuneration: according to skills and experience provided, approximately between €30,000 and €45,000 gross *per year*, according to proven merits/capabilities.

### **TASKS**

Responsibilities will include:

1. Comprehensive supervision of the facilities at the forest HUB: timber production line, Medicinal and Aromatic Plants (MAP) laboratories, biorefinery, and mushrooms.

2. Managing the production and maintenance team: overseeing and directing the maintenance and production operatives, assigning tasks, and coordinating their daily activities.
3. Organizing the production and supply agenda of the Hub and managing the by-products and generated waste.
4. Coordinating the needs of the different plant departments.
5. Operating industrial machinery for wood processing.
6. Supporting the preparation of prototypes for wood-derived product trials.
7. Assisting in the assembly of elements and components of wooden construction systems.
8. Maintenance planning: scheduling repairs, developing and implementing preventive maintenance plans to ensure optimal operation of facilities and equipment.
9. Supervising safety: ensuring that all maintenance tasks are carried out in accordance with safety standards and applicable regulations.
10. Troubleshooting: managing technical, mechanical, electrical, water network, etc., problems to minimize downtime and ensure continuity of operations.
11. Supervision and support for other HUB operations.

## **REQUIREMENTS**

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1. Knowledge of industrial woodworking machinery and other laboratory equipment.
2. Previous experience in managing industrial plants and facilities.
3. Knowledge of legislation applicable to different equipment.
4. Basic level course in occupational hazards.
5. Experience in woodworking.

## **VALUABLE CONDITIONS**

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1. Degree in Industrial Engineering or Higher Degree in Carpentry.
2. Microsoft Office package (Excel, Word, PowerPoint).
3. CAD software. Basic level.
4. Spoken English, intermediate/advanced level.
5. Driving license B1.
6. Flexible, responsible, solution-oriented, organized person with the ability to work in a team.
7. Catalan Level C

## **COMPETENCIES/SKILLS**

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1. Planning and organization skills.
2. Responsible person with a high degree of involvement.
3. Initiative and proactivity.
4. Flexibility and adaptability in a dynamic environment.
5. Communication skills with internal teams and external personnel.

## **CONTACT**

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<https://ctfc.cat/transparencia.php>

## SELECTION PROCESS AND CRITERIA

The selection process is overseen by the Human Resources Department of CTFC. This process consists of the following stages:

1. **Admission of candidates:** applicants must submit a curriculum vitae, and a letter of intent addressed to [borsa.treball@ctfc.cat](mailto:borsa.treball@ctfc.cat), until 12 June, 2024, indicating the reference code of the offer. All applications will be treated confidentially.
2. **Pre-selection:** verification of compliance with the minimum requirements of the offer.
3. **Selection** (June-July 2024): assessment of the preselected candidates.
4. **Final decision:** Upon finding the suitable person, the election will be formally communicated to them, and the identification of the chosen individual will be published in the CTFC job openings section.

For further information: [borsa.treball@ctfc.cat](mailto:borsa.treball@ctfc.cat)

CTFC guarantees an open, transparent, and merit-based recruitment process (OTM-R) to all registered candidacies, thereby avoiding any bias related to gender, origin, age, ideology, or other circumstances that could be discriminatory. Integration policy: Candidates who have a recognized disability and accredited equal to or greater than 33%, will be prioritized, provided that the disability is compatible with the proper performance of the job.

Indicative Calendar	
20 working days	Publication and dissemination of the job offer: CTFC website, SOC Office and other dissemination channels.
Next 2 working days	Preselection: determination of compliance with the minimum requirements of the offer. Evaluation of the pre-selected candidacies, through a score based on objective criteria, and suitable pre-selected CVs are forwarded to the Selection Committee for review .  Sending informative mail to CVs not suitable to continue in the process.
Next 2 working days	Selection committee celebration: Interview with the selected suitable candidates.  Selection Committee Minutes with the selected candidate and the reasons for the selection. Publication in the CTFC job board of the resolution identifying the elected person.

	Sending informational Mail to suitable CVs interviewed not selected.
Next 1 working day	Sending to Human Resources the official documentation necessary to process the employment contract, and coordination with the start date of the contract.
September 2024 (approximately)	Start of the contract.