

**Ref.ª 21/DI/2022**  
**Innovation Specialist**  
**Innovation Department**  
**(M/F)**

ANA Aeroportos is part of VINCI Group, which is the world's leading private operator in its sector, managing a network of more than 50 airports across 12 countries in Europe, Asia and the Americas.

The Innovation Department has the responsibility to help shape and drive the airport of the future vision into a reality. Working across the organization, the team will take lead to introduce new solutions and ways working as well as support the other departments to achieve their innovations. The team works in close partnership with the global VINCI Airports Innovation Group to share our experience, both good and bad, and learn from the experience of our global colleagues. Must consider the people impact of change, new business or organizational processes and of course the positive – or negative – disruption that new technology and business models can bring. There is no limit to the opportunities to stimulate innovation.

We are looking for an Innovation Specialist (5+ years of experience) for the Innovation Department, to namely collaborate with the company in what concerns:

- Coordinate the Innovation System and audit procedures to ensure continued certification and adherence to NP 4457 and ISO56002
- Support the ANA teams in the use of public funding to help stimulate innovation.
- Project management responsibilities to facilitate the execution of new initiatives
- Search for new opportunities, consortium/partner collaboration, proposal submission and project lifecycle administration
- Engage the national innovation community to identify new partners and/or stakeholders to help identify trends and new potential projects
- Engage with VINCI Airports Open Innovation program to support group activity
- Maintain and develop relationships with other ANA teams to identify new business needs
- Recommend, develop, and implement effective strategies to communicate innovation activity within ANA and to external parties
- Represent ANA at events and/or community forums
- Perform global studies, benchmarks, and analysis to feed ANA's innovation activity
- Monitor the innovation culture within ANA to help identify opportunities for improvement
- Foster communication across ANA airport by sharing best practices.

**Qualifications, technical knowledge and requirements:**

- Bachelor's degree, preferably in computer science, engineering, economics, or business
- Experience working with the European Union and Portuguese funding channels (3 years +)
- Experience (3 years +) in the preparation and submission of proposals as well as the delivery requirements adherence throughout the project lifecycle
- Experience in Quality and/or Certification procedures
- Proven experience with MS Office (Excel and PowerPoint) and SAP
- Fluent in Portuguese and English (spoken and written).

**Behavioural profile:**

- Ability to be resourceful and innovative in researching and analyzing markets and issues
- Proactivity and spirit of initiative;

- Analytical skills
- Excellent organisation and planning skills;
- Good information management skills
- Team spirit;
- Excellent relationship with stakeholders;
- Excellence oriented.

Other information:

Working place: **Lisbon**.

The pre-selected candidates will be submitted to the tests deemed necessary after analysis of their applications.

ANA is committed to ensure the privacy and protection of the personal data of all those who have a relationship with it, namely the candidates who applied for the R&S process mentioned above.

The personal data that we collect (name, email, telephone contact, address, driving license details, nif, citizen card number) are essential to process the application for the above mentioned R&S process and to carry out any transactions within the scope of the same. The lawfulness of the processing is based on ANA's legitimate interest and the necessity of the same for the execution of pre-contractual diligences.

The processing of the candidate's personal data may be carried out using entities contracted or subcontracted by ANA, for the purposes of the application to the R&S process with the aforementioned purposes. In this case, these entities are obliged to develop the appropriate technical and organizational measures to ensure that the processing of personal data collected in the R&S process will meet the legal requirements, particularly in the field of Security and Confidentiality, to ensure the applicant's rights.

The candidate's personal data will not be transmitted to third parties for other purposes without his/her express consent.

The personal data shall only be kept for the period necessary to fulfil the purpose for which they were collected or processed, without prejudice to the time limits legally established for this purpose, namely:

- Data contained in applications that are not accepted shall be deleted immediately;
- The data contained in applications that are accepted but whose candidates were not selected for the interview stage shall be kept for a period of one year;
- Data contained in applications which have been accepted and candidates selected for interview but not retained shall be retained for five years.

The holder of personal data may exercise his rights of access, rectification, elimination, limitation, opposition, and portability. To exercise these rights, the holder must make a written request via email to [recrutamento.ana@ana.pt](mailto:recrutamento.ana@ana.pt) with the knowledge of the DPO appointed by the ANA: [dpo@ana.pt](mailto:dpo@ana.pt) and must provide proof of their identity and specify the right or rights they wish to exercise.

When applying for this process, you should indicate that you have read and accepted the Privacy Policy of the aforementioned ANA (which can be consulted at [www.ana.pt](http://www.ana.pt)) and that you are aware that the personal data included in this R&S process will be necessary to process your application for this R&S process.