

The Center of Plant Systems Biology and Biotechnology (CPSBB) is offering the following position:

Position: Expert (Code: 24226056)

Type: Full-time

Duration: Fixed-term contract with an initial probation period of 6 months and the possibility of extension for up to 4 years

Net Salary: 2,140 BGN

Location: Plovdiv, Bulgaria

Application deadline: November 27, 2025

The Center of Plant Systems Biology and Biotechnology (CPSBB) is a research institution focused on fundamental and applied plant research, located in Plovdiv, Bulgaria. The position is part of the project “Sustainable development of CPSBB” and is funded by the Executive Agency "Programme Education", under the Operational Programme "Research, Innovation and Digitalization for Smart Transformation" 2021–2027, Agreement № BG16RFPR002-1.014-0003-C01.

Job Requirements:

- Master’s degree in Economics or a related discipline, with an accounting background
- Minimum of 5 years of relevant experience
- Advanced administrative skills and proficiency in MS Office
- Excellent command of written and spoken Bulgarian
- Fluent in English

Main Responsibilities:

- Assist in project financial and administrative reporting
- Support the development of objectives, strategies, and plans to meet organizational needs and ensure efficient use of resources
- Stay up-to-date with legal regulations and accounting standards (including cost and financial accounting principles)
- Maintain communication with national funding authorities.

We Offer:

- A dynamic and growing scientific environment
- Career development opportunities within an international research institute
- The position is fully funded and available immediately.

How to Apply:

Interested applicants should send the following documents to secretary@cpsbb.eu no later than **November 27, 2025**:

- CV
- Letter of application, indicating the position and your motivation
- Recommendation(s) from former employers.