

**clearbox<sup>AI</sup>**

# **Project Manager: AI Projects (Commercial and R&D)**

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Location: **Turin, Italy (Hybrid)**  
Employment type: **Full-time**



## **Who We Are:**

Clearbox AI is a dynamic startup based in Turin, Italy, dedicated to enabling responsible AI adoption in companies through innovative synthetic data solutions. Founded in 2019 by a team of passionate innovators with a strong background in AI technologies, we aim to solve complex business problems while maintaining high ethical standards and positive societal impact. Clearbox AI was recognized as the most innovative startup in Italy in 2019 in the ICT field (Premio Nazionale dell'Innovazione 2019). It has been listed by Fortune among Italy's top AI companies and has been awarded the Seal of Excellence by the European Commission.

## **Who We Are Looking For:**

We are looking for a driven **Project Manager** to join our team. This role involves co-managing various research and development projects, assisting to fulfil clients' requests and product-related activities, optimizing internal operations. The ideal candidate will have a strong background in project management within the tech, research or AI sector and be fluent in both English and Italian. This role offers an exceptional opportunity to gain hands-on experience and develop specialized expertise in managing cutting-edge AI including generative AI technologies and innovative products.

## **Key Responsibilities:**

### ***Management of R&D Initiatives:***

- Assist in identifying and preparing new R&D project proposals.
- Coordinate ongoing projects, including tracking timelines, checking deliverables, overseeing hours reporting, and managing relationships with project partners.
- Support Clearbox AI in maintaining and expanding relationships with research institutions and universities.

### ***Management of the initiatives deriving from the sales process of Clearbox's product:***

- Help manage the projects and services deriving from providing synthetic data.
- Help define and structure service delivery formats.
- Assist in developing and managing our product revenue line.

### ***Operations Management:***

- Work with the founding team to optimize Clearbox AI's internal processes.
- Coordinate and streamline operational workflows to ensure efficiency.

### ***Event Coordination:***

- Organize and coordinate Clearbox AI's participation in various events and webinars.
- Represent Clearbox AI at external events as needed.

### ***Miscellaneous:***

- Provide general support to the team, including commercial activities, event organization, and team-building initiatives.

## **Requirements:**

### ***Education:***

- M.Sc. in Management Engineering, Economics and Management or a related degree.

### ***Experience:***

- 0–3 years in a relevant role.

### ***Skills:***

- Strong project management and analytical abilities.
- Excellent verbal and written communication skills in both English and Italian.
- Ability to present technical concepts to non-technical audiences.
- Strong interpersonal skills for effective teamwork and collaboration.
- Ability to read and write scientific and research proposals.
- Enthusiastic and adaptive team player with a drive to learn new technologies

### ***Languages:***

- Fluency in English and Italian.

### ***Bonus Qualifications:***

- Knowledge of agile methodologies, Project Management certifications



### **Evaluation Process:**

Please send your CV and a brief motivation letter to [careers@clearbox.ai](mailto:careers@clearbox.ai). If your application matches our requirements, we will contact you within 10 working days with more details about the next steps.

### **What We Offer:**

- Annual salary range (RAL) 28.5–33.5 k€
- Opportunity to develop skills and expertise in the cutting-edge fields of AI and Generative AI
- Meal vouchers, and applicable and industry standard insurance plan
- Hybrid working options. A flexible and remote-friendly work environment.
- Opportunities to collaborate with global institutions and international stakeholders.
- A diverse, open, and innovative work environment.

### **Application Deadline:**

The selection process is expected to end by September 2024.