

Forest Science and Technology Centre of Catalonia (CTFC) is a research centre affiliated with the Generalitat de Catalunya (the Catalan government), and it reports to the Ministry responsible for forest issues.

CTFC is a CERCA centre and a government accredited TECNIO agent (developer of public technology).

Economic Reporting and Data Analysis Projects Technician

Reference: 26-06-00042

The Forest Science and Technology Centre of Catalonia (CTFC) is seeking a person to join the Economic Area as a Technician in economic reporting and data analysis projects, with the aim of developing data analysis tools, automating internal processes, and driving the digital transformation of the centre's economic and financial management.

The Forest Science and Technology Centre of Catalonia (CTFC), located in Solsona (Pre-Pyrenees, 120 km from Barcelona), Spain, employs app. 200 staff, produces more than 120 scientific articles annually, and has a turnover of around 12 Mil. €/year. The CTFC's research activity is organized into four programs: Multifunctional Forest Management, Landscape Dynamics and Planning, Biodiversity Management and Conservation, and Bioeconomy, Health, and Governance. Further institutional information is available at: www.ctfc.cat/en.

TERMS OF THE APPOINTMENT

1. Start date: to be determined based on the availability of the selected candidate.
2. This position will functionally report to the Head of the Economic Area.
3. Full-time position with a permanent scientific-technical contract.
4. The workplace will be at the CTFC headquarters in Solsona, with the possibility of partial remote work.
5. The gross annual salary will be adjusted according to the candidate's professional profile, experience, and skills.

KEY RESPONSABILITIES

The main responsibilities will include:

1. Develop and maintain dashboards and Business Intelligence reports to support decision-making by Management, Executive Team, and area managers.
2. Identify opportunities for improvement and digitalization of administrative, economic, and management control processes.
3. Analyze economic, financial, project, and resource data to identify improvement opportunities.
4. Develop ETL processes for integrating, transforming, and exploiting data from different corporate systems.
5. Create and maintain tables, views, and data structures that facilitate reporting and data analysis.

6. Participate in the maintenance, evolution, and optimization of the corporate database architecture.
7. Automate administrative and economic processes using digital tools and Business Intelligence solutions.
8. Develop indicators (KPIs) and monitoring systems for projects, budgets, financial execution, and management control.
9. Support the use and exploitation of data from Fundanet, the corporate ERP system, HR systems, and other internal applications.
10. Collaborate with the Economic, HR, IT, and OPP areas to identify reporting and automation needs.
11. Prepare technical documentation and procedures related to implemented solutions.
12. Advise internal users on the use of BI and data analysis tools.
13. Coordinate with technology providers, the IT team, and multidisciplinary teams for the implementation of new solutions.
14. Support budget monitoring, accounting, and project justification.
15. Perform any other duties related to the position as assigned.

BASIC REQUIREMENTS

1. University degree in Business Administration, or a double degree in Business Administration and Computer Science, Data Engineering, Mathematics, Statistics, Economics, or equivalent fields.
2. Proven experience in developing Business Intelligence tools and data analysis.
3. Strong knowledge of SQL and relational data models.
4. Experience with ETL processes and data integration.
5. Knowledge of visualization and reporting tools (Power BI, Tableau, or similar).
6. Ability to analyze, interpret, and work with large volumes of data.
7. Ability to work independently and in a results-oriented manner.
8. Proficiency in Catalan and Spanish.

DESIRABLE REQUIREMENTS

1. Experience in research centres, universities, CERCA centres, or organizations with national and European competitive funding.
2. Experience in ERP system integration, especially Fundanet or similar project and financial management platforms.
3. Knowledge of Power BI, SSIS, SSRS, Azure Data Services, or similar technologies.
4. Experience in process automation using Power Automate or other platforms.
5. Knowledge of data modeling and Data Warehouse.
6. Experience in defining and tracking management KPIs.
7. Knowledge of technology project management.
8. Experience in multidisciplinary environments and managing diverse user needs.
9. Strongly valued: innovation capacity, continuous learning, and a focus on process improvement.
10. High level of English.

SOFT COMPETENCES

1. Analytical thinking and problem-solving orientation.
2. Organizational and planning skills.
3. Focus on continuous improvement and automation.
4. Ability to communicate with both technical and non-technical profiles.
5. Proactivity and initiative.
6. Teamwork skills.
7. Internal service orientation.
8. Rigor, confidentiality, and responsibility.

CONTACT

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SELECTION PROCESS AND CRITERIA

The selection process will be carried out through a two-stage procedure. The first stage will primarily target candidates from the consortium entities, given the nature of the position. The second stage will include the remaining candidates who have correctly submitted their application within the established deadline.

- **Applications:**

Candidates must submit a CV and a motivation letter via www.ctfc.cat/registre.php by **20 July 2026 at 14:00**, indicating the reference code of the job offer. Applications submitted through portals other than the CTFC's own job board will not be accepted, nor will those received through the SOC that do not follow the instructions specified in the call itself.

The position subject to this call may be declared vacant if the selection committee considers that, despite the existence of candidates who meet the minimum requirements, none is deemed suitable for the position.

The CTFC guarantees an open, transparent, and merit-based selection process (OTM-R) for all registered applications, thus avoiding any bias based on gender, origin, age, ideology, or any other potentially discriminatory circumstances. Inclusion policy: Priority will be given to candidates with a recognized and accredited disability of 33% or higher, provided that the disability is compatible with the proper performance of the position.

Estimated timeline	
15 working days	Publication and dissemination of the job offer: CTFC website, SOC Office, and other communication channels.
Following 2 working days	Pre-selection: verification of compliance with the minimum requirements and assessment of desirable conditions. Informative email sent to non-eligible CVs.
Following 2 working days	Selection committee meeting: interviews with shortlisted eligible candidates. Minutes of the Selection Committee stating the name of the selected candidate and the reasons for the selection. Publication of the resolution on the CTFC job portal identifying the selected candidate. Informative email sent to interviewed eligible candidates who were not selected.
Following 1 working day	Submission to Human Resources of the official documentation required to process the employment contract and coordination of the contract start date.
July-August 2026 (approximately)	Start of the contract.