Would you like to contribute to the energy transition in Germany through your work? Our successful team needs you to consolidate the structures for excellent science, if you enjoy exciting topics and want to make a difference, then the Helmholtz Institute Erlangen-Nuremberg (HI ERN) is the place for you! HI ERN forms the core of a close partnership between Forschungszentrum Jülich, Helmholtz Zentrum Berlin für Materialien und Energie and Friedrich-Alexander Universität Erlangen-Nürnberg at the Erlangen site. The cooperation of the partners relates to the areas of innovative materials and processes for photovoltaic energy systems and hydrogen as a storage and carrier medium for CO2-neutral generated energy. Support us in making renewable energies climate-neutral, sustainable and cost-effective! For more information on HI ERN and its forward-looking research focus areas, visit https://www.hi-ern.de

We are looking to recruit a

Staff Member in Project Coordination (for 19 h/week)

Your Job:
You will be supporting the "Electrocatalytic Interfacial Process Engineering" department at HI ERN. The research department is headed by Prof. Dr.-Ing. Simon Thiele. The department is focused on the fabrication, analysis and simulation of functionally optimal structures from the nanometre to the micrometre scale in electrochemically active materials. One focus is on new materials for catalysis and polymer electrolyte membranes. These play an essential role in the field of renewable technologies, such as water and CO2 electrolyzers or fuel cells. Here, the goal is to make a significant contribution to the energy transition in Europe. Your tasks in detail:
• Research data management (organising and administration of research data)
• Project planning, organisation and implementation of laboratory conversions
• Developing and establishing processes for internal procedures
• Organising scientific conferences and project meetings
• Creating and preparing financial overviews of the department

We look forward to receiving your application until 01.05.2022 via our Online-Recruitment-System!
Questions about the vacancy?
Get in touch with us by using our contact form.
Please note that for technical reasons we cannot accept applications via email.
www.fz-juelich.de
Your Profile:
To support our team we are looking for someone:
• with a commercial degree
• with a corresponding additional qualification such as an economist or corresponding project management training is desirable
• with project experience
• who enjoys working in an international environment
• who works well in a team and whose motto is a hands-on mentality
• with very good English skills

Our Offer:
We work on the very latest issues that impact our society and are offering you the chance to actively help in shaping the change! We support you in your work with:
• Comprehensive training courses and individual opportunities for personal and professional further development
• Extensive company health management
• Ideal conditions for balancing work and private life, as well as a family-friendly corporate policy
• Part-time position with 19 hours per week and flexible working hours
• Flexible work (location) arrangements, e.g. remote work
• 30 days of annual leave (depending on agreed working time arrangements) and provision for days off between public holidays and weekends (e.g. between Christmas and New Year)
• Targeted services for international employees, e.g. through our International Advisory Service

We offer you an exciting and varied role in an international and interdisciplinary working environment. The position is initially for a fixed term of 2 years, with possible long-term prospects. Salary and social benefits in conformity with the provisions of the Collective Agreement for the Civil Service (TVöD).

Place of employment: Erlangen

We welcome applications from people with diverse backgrounds, e.g. in terms of age, gender, disability, sexual orientation / identity, and social, ethnic and religious origin. A diverse and inclusive working environment with equal opportunities in which everyone can realize their potential is important to us.