Job posting

Type of position
☒ scientific
☐ administrative

Target group
☐ graduates
☒ post docs
☐ other

Title
66/2020 Research Project Manager (Research Assistant) (m, f, d)

Institution
for developing and coordinating the scientific activities of the department in the frame of CiiM. CiiM is a joint venture of the Helmholtz Centre for Infection Research (HZI) and Hannover Medical School (MHH). Located on the biomedical campus in Hannover, it is the first research institution devoted to the elucidation of individual characteristics relevant for infection susceptibility, disease progression and therapeutic outcome. Based on these findings, CiiM will pioneer individual prognosis and diagnosis of infectious diseases and subsequently optimize and customize prevention and therapy for the benefit of the individual patient (www.ciiim-hannover.de).

Position
The HZI department “Computational Biology for Individualised Medicine” of Prof. Yang Li at the Centre for Individualised Infection Medicine (CiiM) in Hannover is seeking a Research Project Manager (Research Assistant) (m, f, d)

for developing and coordinating the scientific activities of the department in the frame of CiiM.

The goal of Prof. Li and her team is to elucidate the genetic risk factors for susceptibility to infection and the subsequent molecular processes. This is crucial for making progress in understanding and treating infectious diseases on an individual basis and improving the identification of patients at risk. The department focuses on the application and development of computer-aided and statistical approaches to study the effect of genetic factors at different molecular levels (such as genetics, genomics, metabolomics), immunological parameters and their functions, and complex diseases.

Responsibilities
• Coordinate scientific projects and assist investigators with progress reports, collaborative applications and annual reports.
• Organization of scientific meetings, workshops, seminars, conferences and training events
• Scientific data management
• Support in grant and manuscript writing and editing
• Support in public relations and media
• Preparation of presentations, drawing and editing of diagrams, charts and schemas to illustrate material.
• Support in patent applications.
• Support in standard administration, general management and organization of the department

Requirements
• PhD in Life or Data Sciences.
• (Proven) ability to coordinate and manage scientific projects related to the topics studied at the department.
• Excellent knowledge in organizing research activities.
• Experience and profound knowledge in computational biology, genetics, bioinformatics and immunology will be considered as an advantage.
• Experience with international working environment is highly desirable.
• Ability to work independently and as part of international and multidisciplinary teams and consortia.
• Excellent organization skills and personal initiative.
• Good English and German communication skills (written and spoken)
• Competence in software applications (e.g. Office: Word, Excel, PowerPoint, Keynote; Adobe programs; Database programs: Zotero)

Application procedure (deadline etc.)
The position is suitable for a part-time employment. Equal opportunities are a part of our personnel policy. Severely disabled persons with the same professional qualifications are given preference.

Starting date: earliest possible date, initial contract for 2 years
Salary: EG 13 TVöD
Working Hours: 19.5 hours/week
Location: Hannover (Germany).
Trial Period: 6 months
Application Deadline: 05.07.2020

Please confirm, that you have read and understood our privacy policy and that you agree to the processing of your personal data (text module, see privacy policy, https://www.helmholtz-hzi.de/en/service/data-protection/#c33722) when you send us your application documents.
Without these declarations we cannot consider or further process your application and will delete already received documents at the end of the application period.
Contact

For questions regarding the offered position, please contact the Department Head – Prof. Yang Li directly – using the following email address: Yang.Li@helmholtz-hzi.de

Please send your application with a cover letter outlining briefly your experience, motivation and interest in the announced position, and a complete curriculum vitae including a list of publications and academic references making reference to code 66/2020 to:

Helmholtz Centre for Infection Research
Dept. of Human Resources
Inhoffenstraße 7, 38124 Braunschweig
or in one single pdf document by E-Mail: JobsHZI@helmholtz-hzi.de

All documents and information should be provided in English.