# Job posting

<table>
<thead>
<tr>
<th>Type of position</th>
<th>Target group</th>
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</thead>
<tbody>
<tr>
<td>✗ scientific</td>
<td>✗ graduates</td>
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<tr>
<td>☐ administrative</td>
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<tr>
<td>✗ other</td>
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**Title**  
Data Steward / Research & Development Specialist (*gn)

**Institution**  
The University of Luxembourg aspires to be one of Europe’s most highly regarded universities with a distinctly international and interdisciplinary character. It fosters the cross-fertilisation of research and teaching, is relevant to its country, is known worldwide for its research and teaching in targeted areas, and is establishing itself as an innovative model for contemporary European Higher Education. It’s core asset is its well-connected world-class academic staff which will attract the most motivated, talented and creative students and young researchers who will learn to enjoy taking up challenges and develop into visionary thinkers able to shape society.  
Within the University, the Luxembourg Centre for Systems Biomedicine (LCSB) is a highly interdisciplinary research centre (IC), integrating experimental biology and computational biology approaches in order to develop the foundation of a future predictive, preventive and personalized medicine.

**Position**  
You will implement the Research Data Management for biomedical research at the Luxembourg Centre for Systems Biomedicine (LCSB). You will engage in scientific research by supporting the creation of new methods, procedures, and/or systems for current or future research projects under the direction of Prof. Dr. Reinhard Schneider.  
The data steward (Research & Development Specialist) is responsible for developing processes and infrastructure for effective data and metadata management in our research activities and projects and functionally reports to the coordinating Data Steward within the Team R3 & IT. Develop, configure, and contribute to methods requiring dedicated IT activities such as scientific data management, data-security and data-quality. The position involves interactions with institutional, national and international stakeholders in biomedical, clinical, translational research.

**Responsibilities**  
- Implement procedures for adequate data validity, documentation, protection and security  
- Ensure data transferred from and to the LCSB meets international standards with respect to formats, metadata, security and validity of processing and data protection
• Contribute to research, new approaches and IT solutions in scientific areas such as “Verification of Data”, data management, data-quality and data security
• Contribute to research and scientific developments of data formats, security and validity of processing and data protection
• Assist with managing data submissions and handling data access requests
• Assist with monitoring of data management and protection obligations and contribute to enforce procedures for adequate data validity, protection and security
• Monitor the compliance of the institute’s research data management with requirements of laws, regulations and guidance of supervisory authorities and funding bodies
• Support to research groups in data management planning and in performing data protection impact assessments
• Foster the use of institutional data governance tools, maintain glossaries and relevant knowledge models
• Develop and give trainings on relevant topics including Data Management, Data Protection and Reproducibility
• Contribute to scientific publications and community work in the field of Data Stewardship
• Improve on procedures/practices, as advancements in the field dictate

Requirements

• Background in biomedical or computational sciences with an MSc or PhD degree
• Exposure to biomedical research
• Usable programming experience with scripting languages, user-level experience of the Linux operating system and the Git version control system
• Excellent oral and written communication skills in English, and preferably also in French and/or German
• Proven experience of collaborative research, research data management and data protection
• Strong communication and interpersonal skills and problem solving mindset.

Application procedure (deadline etc.)

Applications should be addressed online to: Prof. Dr. Reinhard Schneider, Head of the Bioinformatics Core Facility For further information, please contact: Dr. Pinar Alper (pinar.alper@uni.lu)

Applications should be submitted online and include:

• A detailed curriculum vitae
• Cover letter mentioning the reference number
• List of publications/software projects
• Description of past experience and future interests
• Names and addresses of three referees
Early application is highly encouraged, as the applications will be processed upon reception. Please apply ONLINE formally through the HR system. Applications by email will not be considered.

*gn=gender neutral.

Contact
Please insert the relevant contact data