

The Graz University of Technology (TU Graz) is a technical-scientific research institution rich in tradition based in Austria. TU Graz is an international top performer in all its five Fields of Expertise, capitalising on intense collaborations with industry and other research facilities worldwide. Within the European higher education landscape, TU Graz is a strong player in attracting talent and resources.

The Library of TU Graz has an open position, available **from 1<sup>st</sup> September 2022 for an initial fixed term of 3 years**, for a

## Research Project Assistant in the Field of Open Science (m/f/d)

Full Time (40 hours/week)

We are looking for a research project assistant in the field of Open Science at the [Research Data Management \(RDM\) Team](#). The new team member will work in the co-creation of the European Open Science Cloud (EOSC) within the EOSC Focus project, funded by the European Commission. This is an exciting opportunity to participate in an international initiative to develop state-of-the-art infrastructures and services for the European scientific community and enable the successful implementation of Open Science policies. The project EOSC Focus will contribute to the development of essential technical and organisational aspects of the [EOSC](#).

The selected candidate will contribute to the Team's output in the project in collaboration with the consortium partners, performing a combination of the following tasks:

### Your tasks:

- Developing project scopes and objectives, involving all relevant stakeholders
- Participation in project management and coordination as well as tracking within the project
- Engaging with EOSC ecosystem stakeholders to support the mission of establishing Open Science as the "new normal"
- Preparation, execution and analysis of surveys and interviews
- Communication with stakeholders and project partners
- Organisation of workshops and events
- Presentation of project results, reporting and creating deliverables
- Participation in the conception and implementation of third-party funded projects

### Your profile:

- University degree (masters or diploma) in Information Science, Sociology, Computational Social Science, Computer Science, or a similar discipline
- Knowledge of project management methodologies and software tools to support project delivery
- Familiarity with one or more of: bibliometrics, data science, scientific surveys, qualitative interviews
- Experience with scientific and financial project progress monitoring, evaluations, and reporting
- Good team-working and organizational skills, including multitasking and time-management
- Understanding of or interest in the organisational aspects of scientific activity, including financial sustainability is a plus
- Knowledge of the current landscape and challenges related to Open Science and research data management is a plus
- Ability to write reports and present project results
- Proven ability to communicate clearly and openly, especially during remote work
- Can-do attitude
- Good command of spoken and written English

Are you interested? Please apply with your complete application via E-Mail to: [ilire.hasani-mavriqi@tugraz.at](mailto:ilire.hasani-mavriqi@tugraz.at)

For this position we offer a gross salary starting with € 3.058,60/month (14x per year) (B1, prae-doc). Depending on your experience and qualification, overpayment is possible. Graz University of Technology aims to increase the proportion of women and therefore qualified female applicants are explicitly encouraged to apply. Graz University of Technology actively promotes diversity and equal opportunities. People with disabilities and who have the relevant qualifications are expressly invited to apply.

### Contact

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In case of questions, please contact Ilire Hasani-Mavriqi: [ilire.hasani-mavriqi@tugraz.at](mailto:ilire.hasani-mavriqi@tugraz.at)