



The International Office invites applications for the position of a

## **Project Manager (m/f/d) for the EU funded Project "European Universities Linking Society and Technology" (EULiST) (Salary Scale 13 TV-L, 100 %)**

starting as soon as possible. The position is initially limited to December 31<sup>st</sup>, 2027.

EULiST is an alliance of universities in ten European countries that share a primary focus in the technological disciplines, in addition to their strengths in the humanities and social sciences (<https://eulist.university/>). Objectives include establishing a European university together with the partner universities based on the European Universities Initiative (EUI). Moreover, the alliance aims to gain a firm foothold in the respective countries and regions for intensive cooperation between local society and regional institutions as well as national and international corporations, whilst promoting a European identity. Particular emphasis will be placed on climate change, digital transition and social cohesion.

### **Responsibilities and duties**

- Managing the EU funded project and chairing the Project Steering Committee
- Central contact person of the alliance for the EU funded project
- The overall responsibility for financial management of the project
- Assisting the Management Board in overseeing the EU project management and quality control
- Assisting in organising an external audit of the project and the Alliance conducted twice within the duration of the project
- Preparing the annual operational plan together with the Management Board
- Reports and quality assurance
- Maintain contact with the EU commission

### **Employment conditions**

To qualify for the position, applicants should hold a university science degree, experience in dealing with EU funded project and the dealing of finances of EU projects, international experience (preferably within Europe), outstanding proficiency in English and one other language from one of the home countries of the EULiST partners, working knowledge of German is a plus. Furthermore, the successful candidate is expected to have administrative skills within an academic context, as well as the relevant IT skills (e.g. MS Office, databases).



**Leibniz  
Universität  
Hannover**

Experience in collaboration between international higher education institutions would be advantageous – especially with regard to coordination of international university networks. A high level of intercultural competence, the capacity to work in a team, experience in managing projects, the ability to work well under pressure, commitment and dedication, along with an aptitude for text production and good negotiation skills round off the profile.

Leibniz University Hannover considers itself a family-friendly university and therefore promotes a balance between work and family responsibilities. Part-time employment can be arranged upon request.

The university aims to promote equality between women and men. For this purpose, the university strives to reduce under-representation in areas where a certain gender is under-represented. Women are under-represented in the salary scale of the advertised position. Therefore, qualified women are encouraged to apply. Moreover, we welcome applications from qualified men. Preference will be given to equally-qualified applicants with disabilities.

For further information, please contact Dr. Marcus Hoppe (Tel.: +49 (0)511 762-3854; Email: [marcus.hoppe@zuv.uni-hannover.de](mailto:marcus.hoppe@zuv.uni-hannover.de)).

Please submit your application with supporting documents by January 3<sup>rd</sup>, 2024 in electronic form (subject line: "Application EULiST Project Manager") to

Email: [internationaloffice@zuv.uni-hannover.de](mailto:internationaloffice@zuv.uni-hannover.de)

or by post to:

**Gottfried Wilhelm Leibniz Universität Hannover**

International Office

"Bewerbung EULiST Project Manager"

Welfengarten 1 A, 30167 Hannover

<http://www.uni-hannover.de/jobs>

Information on the collection of personal data according to article 13 GDPR can be found at <https://www.uni-hannover.de/en/datenschutzhinweis-bewerbungen/>.