

# Student / Academic Assistant for Research Activities

Online seit 17.08.2023 | 2023-08-16-844898 | Studentische Hilfskräfte

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## Beschreibung

The activity includes assisting institute's research activities, preparing PowerPoint presentation slides, documenting our publications, participate in training sessions to enhance research skills and knowledge, support the research assistant conducting literature research on various research topics, and assisting in organizing events, attend research meetings, provide administrative support, including scheduling meetings, organizing files, and managing research-related documentation.

Start: October 1, 2023, or later

Volume: 20 hrs/month

Salary: Is based on the current hourly rates for student and research assistants

## Anforderungsprofil

We expect a proficient command of all MS Office programs, secure knowledge of the German and English language in both spoken and written form, as well as a reliable and conscientious work approach.

An ongoing study of engineering cybernetics or similar grades is advantageous.

Please send your application, including a meaningful resume, by email to [juan.martinez@ids.uni-stuttgart.de](mailto:juan.martinez@ids.uni-stuttgart.de).

## Ihre Vorteile

- Flexible Arbeitszeit
- Dienstlaptop

# Anzeigendaten

Art der Beschäftigung **Studentische Hilfskräfte**  
Zeitraum der Beschäftigung **Teilzeit (befristet)**  
Bewerbung an **[juan.martinez@ids.uni-stuttgart.de](mailto:juan.martinez@ids.uni-stuttgart.de)**


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# Firmenkontaktdaten

Firmenname **Institut für Diversity Studies in den  
Ingenieurwissenschaften, Universität Stuttgart**  
Kontaktperson **Herr Juan Martinez Jaramillo**  
Telefon ** +4971168560702**  
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Webseite **<http://www.ids.uni-stuttgart.de>**

# Kontakt

Herr Juan Martinez Jaramillo

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# Einsatzort



<http://www.ids.uni-stuttgart.de>