



Student/scientific assistants (Bachelor's degree) wanted to support event management at ICCAS wanted



The Innovation Center for Computer-Assisted Surgery (ICCAS) was founded in 2005. It is one of the interdisciplinary research centers of the Medical Faculty of the University of Leipzig. Here, engineers and computer scientists work closely with physicians to optimize and develop new assistance systems for the surgical field.

To support the office in the area of event management, we are looking for a student or research assistant to work actively for at least 15 hours per week and a maximum of 19 hours per week. We are looking for a long-term collaboration

What we offer:

- Varied work in an exciting research environment
- Flexible working hours in consultation with the office
- Training and development of in-depth experience in event management
- Auxiliary positions between min. 15h/week and max. 19h/week
- Salary depending on existing degree:
 - SHK: €13.98/h
 - WHK (Bachelor): €15.44/h
- An employment relationship that is as long-term as possible

What you can expect:

- Support in planning and organizing scientific events (concept development, creation of schedules, communication and coordination with the various parties involved, follow-up)
- Support for public relations and event marketing
- Support in the implementation and supervision of events on site (registration, guest support, ensuring smooth running, support for digital and hybrid formats)
- Support for the office in various other administrative tasks



What you bring with you:

- Active student status and/or bachelor's degree
- Experience in organizing events or a high level of willingness to learn the ropes
- Flexibility in terms of time to provide personal support at events
- Independence, diligence, and reliability
- Business fluent German skills

Applications should preferably be sent by email to:

contact

Universität Leipzig

Innovation Center Computer Assisted Surgery (iCCAS)

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