

At the University of Graz, researchers and students work across a broad disciplinary spectrum to enlarge our knowledge, and find strategies to deal with challenges our society is confronted with and to shape tomorrow's world. The University of Graz is a place which combines high quality academic research and teaching, where achievement is rewarded, careers are promoted, and social diversity is encouraged – all within a modern, award-winning working environment. Our motto: We work for tomorrow. Join us!

Center of Education is looking for a

Project Assistant with doctorate

(20 hours a week; fixed-term employment until 31.12.2021; position to be filled as of August 1st 2020)

Your duties

- Academic supervision, implementation and support of the general admission procedure for teacher education (11 universities and university colleges of teacher education) at the institute of psychology
- Participation in the operative team of the admissions procedure and in administrative activities (e.g. the implementation and analysis of the admission exam)
- Independent and autonomous preparation of all administrative and organizational steps in connection with the academic implementation of the annual exam for teacher students (including internal and external as well as interdepartmental cooperation)
- Coordination & development of test procedures for the admission procedure for teacher education
- Psychological research on the prognostic validity of the admission procedure
- Scientific coordination of the admission procedure with the project partners
- Analysis of the admission procedure
- International publication activities
- Participation in organisational and administrative tasks

Your profile

- Completed Phd (focus on differential psychology or a related field)
- Knowledge of complex methods in the context of test development e.g. analysis of longitudinal data, calculation of structural equation models
- Good IT-Skills (SPSS, Microsoft Office, Perception)
- Project management and moderation skills
- High social and communication skills
- Publications in journals with peer-review procedure (desirable)
- High personal motivation for academic excellence
- Independent and autonomous way of working
- Organisational skills

Our offer

Classification

Salary scheme of the Universitäten-KV (University Collective Agreement): B1

Minimum salary

The minimum salary as stated in the collective agreement and according to the classification scheme is EUR 1944.80 gross/month. This minimum salary may be higher due to previous employment periods eligible for inclusion and other earnings and remunerations.

We offer you a job with a lot of responsibility and variety. You can expect an enjoyable work climate, flexible work hours and numerous possibilities for further education and personal development. Take advantage of the chance to enter into a challenging work environment full of team spirit and enthusiasm for your job.

Application Deadline: **June 24th 2020**

Reference Number: **MB/133/99 ex 2019/20**

The University of Graz strives to increase the proportion of women in particular in management and faculty positions and therefore encourages qualified women to apply.

Especially with regard to academic staff, we welcome applications from persons with disabilities who meet the requirements of the advertised position.

If you are interested, please submit your application documents before the stated deadline. Make sure to indicate the reference number on your application and please send your CV and photo to:

bewerbung@uni-graz.at