

The Centre for Integrated Quantum Science and Technology (IQST, www.iqst.org) is dedicated to the development of innovative technologies based on quantum physics. The aim of IQST is to promote synergies between the natural, engineering and life sciences. The IQST researchers are based at the University of Stuttgart, the University of Ulm, the Max Planck Institute for Solid State Research in Stuttgart, the Karlsruhe Institute of Technology (KIT) as well as at other universities in Baden-Württemberg.

Join us as

Graduate School Manager (f/m/d) of the Center for Quantum Science and Technology (IQST)

You will:

- Plan, organise and implement the training programme, and workshops, events, retreats, networking activities and outreach activities of the IQST graduate school @QuantumBW
- Drive communication channels and science communication via social media and website
- Represent the graduate school at conferences and trade fairs
- Work together with the IQST office, the IQST directors and boards
- Facilitate and implement reporting towards funding organisations; be the interface between the funding institutions and universities/ industrial partners
- Support hiring and onboarding of graduate students

You bring:

- Well-developed organisational skills and the ability to manage parallel workflows
- Strong interest in networking and implementing workshops, trainings, and events.
- Strong communication skills and ability to convey complex ideas to a wide range of stakeholders in English both oral and in writing; knowledge of German is a benefit.
- High level of self-motivation, problem-solving ability, and the ability to work both in a team and independently.
- An MSc or PhD in physics or another natural or engineering science, preferably with a background in quantum science and technology.
- Ideally, first experiences in management within the university environment and with funding institutions.

What IQST offers you:

- An international and diverse field of activity with management tasks and with close contact to current research
- A dynamic scientific environment with strong links to networks, companies and politics
- A positive working climate with possibilities to enhance your skills.
- a workplace at the University of Stuttgart with access to all university facilities (e.g. canteen, university sports, further education) as well as an allowance for the use of public transport.
- flexible working conditions (part-time possible and home office partly).
- Your salary depending on qualifications and professional aptitude up to max. EG 13.

The position is initially limited up to 2028/10/31, the option to prolongation is possible and depends on funding resources. The office location will be at Stuttgart.

Please send your application (CV, Motivation, Certifications) in a single pdf file as email to the date of 2024/12/20:

Dr. Nicole Metzler, Executive Director, Center for Integrated Quantum Science and Technology (IQST), University of Stuttgart, Pfaffenwaldring 57, 70569 Stuttgart, Germany, E-Mail: nicole.metzler@iqst.uni-stuttgart.de

If you have not the possibility to send your application via E-Mail, please use the postage address above. Please note that we are unfortunately unable to return application documents. Therefore, please do not submit any original documents, as we will destroy the application documents after the procedure has been completed in accordance with data protection regulations.

The University of Stuttgart would like to increase the proportion of women. Women are therefore expressly encouraged to apply. Full-time positions are generally divisible. Severely challenged persons will be given preference in case of equal qualifications. Recruitment is carried out by the Central Administration.

Information on the collection of personal data in accordance with Article 13 of the GDPR can be found via the following link: www.uni-stuttgart.de/en/privacy-notice/job-application.