

Scientific project manager (f/m)

The Institute of Biological and Medical Imaging (IBMI) at the Helmholtz Zentrum München (HMGU) in Munich, Germany, and the Chair of Biological Imaging (CBI) at the Technical University of Munich (TUM) are an integrated, multi-disciplinary research structure focusing on developing optical and optoacoustic imaging and sensing methods to measure previously inaccessible properties of living systems, with the goal of catalyzing breakthroughs in biology and medicine. Comprising 11 laboratories and a multitude of researchers from more than 25 countries, IBMI/CBI offers state-of-the-art infrastructure for innovative research and forms the cornerstone of a rapidly expanding bioengineering ecosystem involving the Helmholtz Pioneer Campus, which integrates bioengineering and metabolic disorders; the Research Center TranslaTUM, which integrates bioengineering and oncology; and the newly founded Munich School of Bioengineering. IBMI researchers come from the top ranks of early-career and established scientists in physics, chemistry, engineering, and biomedicine, who together create a rich, dynamic culture of enquiry and innovation that attracts significant investment from national and international sources. Our scientists serve in international societies and conferences and are recipients of a multitude of top international and German awards, including the prestigious Gottfried Wilhelm Leibniz prize and several ERC awards. In addition to scientific excellence, IBMI promotes entrepreneurship and company spin-off activities, as well as collaborations with other top academic institutions and leading corporations in the photonics, pharmaceuticals and healthcare sectors.

We are seeking a highly qualified and motivated **Scientific Project Manager (f/m)** to begin in August 2017.

The mission:

The IBMI science management team provides comprehensive administrative support to IBMI scientists, giving them room to focus their full creative potential on developing the imaging techniques of tomorrow. The Scientific Project Manager will manage projects funded intramurally and externally by German, European and international agencies (e.g. EU, DFG, BMBF, NIH). This work will involve financial and human resource management, as well as preparation of financial and scientific reports. The Manager will work at the interface between IBMI scientists and the central administrations of HMGU and TUM, external partners and national and international funding agencies. The Manager will organize and participate in project

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meetings and workshops in Munich and abroad, and she or he will support IBMI public relations and marketing activities.

Your profile:

The successful applicant must have the following:

- University degree in natural sciences or engineering, preferably with a PhD degree
- Experience in scientific management with a focus on research fund administration and finances, especially for EU projects
- Strong organizational and management skills
- Commitment to learning about new, interdisciplinary research projects
- Experience with independent writing of scientific texts
- Excellent presentation skills
- Collaborative spirit and ability to work on a highly international and interdisciplinary team
- Flexible, solution-oriented, and able to work independently
- Excellent command of German and English
- Solid IT skills (MS Office, funding agency portals etc.)
- Skills or background in business are an advantage

Our offer:

IBMI provides a highly international, multidisciplinary environment offering excellent opportunities for professional and personal growth. We provide and support career development and continuous education and training opportunities. Situated in the foothills of the Alps, Munich is consistently ranked as one of the most livable cities in the world, with an exceptionally high quality of life. Greater Munich is also home to several world-class universities and research institutes, creating a vibrant intellectual atmosphere.

The successful applicant will initially have a 1-year contract, with the possibility of extension. Salary will be commensurate with work experience and seniority (TV EntgO Bund EG 13). The Helmholtz Zentrum München, as holder of the Bavarian Advancement of Women Prize and of the Total E-Quality Certificate, is striving to increase the overall proportion of women on its staff and, thus, expressly urges qualified women to apply. Preference will be given to disabled candidates with essentially the same qualifications.

Your application:

We are looking forward to receiving your comprehensive online application, preferably in English.

For any questions please contact:

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Helmholtz Zentrum München

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