

Scientific Project Manager (f/m/d)

The Chair of Biological Imaging (CBI) at the Technical University of Munich (TUM) and the Institute of Biological and Medical Imaging (IBMI) at the Helmholtz Zentrum München (HMGU) in Munich, Germany, are an integrated, multi-disciplinary research structure and form the cornerstone of a rapidly expanding bioengineering ecosystem in Munich; including the Research Center TranslaTUM and the Helmholtz Pioneer Campus, which integrate bioengineering with oncology and metabolic disorders, respectively. CBI scientists develop next-generation imaging and sensing methods to measure previously inaccessible properties of living systems, hence, catalyzing breakthroughs in biology and medicine. Comprising 11 inter-disciplinary laboratories and scientists from more than 25 countries, CBI offers state-of-the-art infrastructure for innovative research and a perfect environment to accelerate your career.

Join our team and be part of our rich and dynamic research culture of enquiry and innovation. CBI researchers come from the top ranks of physics, chemistry, engineering, and biomedicine and attract 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, CBI promotes entrepreneurship, company spin-off activities, and collaborations with other top academic institutions and leading corporations in the photonics, pharmaceuticals and healthcare sectors.

To coordinate and administer our various third-party funded research projects, we now seek a highly qualified and motivated scientific project manager (f/m/d) as part of the CBI science management team.

The mission:

The CBI science management team provides comprehensive administrative support to CBI/IBMI scientists, giving them room to focus their full creative potential on developing the imaging and sensing techniques of tomorrow. As a successful candidate, you will manage intramural projects as well as projects funded 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. You will furthermore support developing, authoring, and compiling new grant proposals for third-party funding together with CBI scientists. This position acts at the interface between CBI/IBMI scientists and the central administrations of TUM and HMGU, external partners and national and international funding agencies. You will organize and participate in project meetings and workshops in Munich and abroad, and you will support CBI public relations and science marketing activities.

Your profile:

The successful applicant must have the following:

- Ph.D. degree in natural sciences or engineering
- Extensive experience in scientific management with a focus on research fund administration and finances, especially for EU projects
- Strong organizational and management skills
- Commitment to quickly familiarize with 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, both written and spoken
- Solid IT skills (MS Office, funding agency portals, Photoshop etc.)
- Business-oriented skills or background are an advantage

Our offer:

At CBI, we strongly believe that outstanding science needs outstanding science management and for this we rely on a strong team of experienced science managers. This is your opportunity to be part of and to advance your career in a novel, quickly expanding vocational field at the intersection of science and administration. CBI provides a highly international, multi-disciplinary environment offering excellent opportunities for professional growth. We support career development, continuing education and teaching and training opportunities.

Situated in the foothills of the Alps, Munich is consistently ranked as one of the most liveable 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 2-year contract, with the possibility of extension. Salary will be commensurate with work experience and seniority Free State of Bavaria (TV-L 13). As an equal opportunity and affirmative action employer, TUM explicitly encourages applications from women as well as from all others who would bring additional diversity dimensions to the university's research and teaching strategies. Preference will be given to disabled candidates with essentially the same qualifications.

Your application:

We are looking forward to receiving your comprehensive application including your letter of motivation, CV and academic transcripts of records preferably in English and in a single PDF file, via email to cbi.recruitment@tum.de. Please indicate "Scientific Project Manager (f/m/d)" in the subject line.

For any question please contact:

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