



Florence, 23 June 2015

VACANCY NOTICE for a PROJECT ASSISTANT

The EUI has a vacancy for a Project Assistant in the Academic Service / Office of the Dean of Graduate Studies

Reference number: AS1/2015 (please quote in all correspondence)

Department:	Office of the Dean of Studies
Length of contract and % of full-time:	Start as of 1 October 2015, for 18 months; full time.
Salary indication:	Net salary between € 2500 – € 3000
Director of project:	Professor Martin Scheinin
Title of project:	Reforming the doctorate
Job description:	<p>The project is about taking stock of European and global developments in PhD education in social sciences, understood as relating to the disciplines represented at the EUI. It aims to become a hub of expertise and innovation and will present reform proposals both at the EUI and at European level. The project is directed by the EUI Dean of Graduate Studies, together with an international Task Force. The incumbent will be responsible for working with the Task Force and its individual members, collecting data and materials, convening meetings and consultations, and drafting recommendations and reports that result from the project.</p>
Place of work:	Florence
Qualifications:	<p>Essential:</p> <ul style="list-style-type: none">- Ph.D. in any of the fields represented at the EUI- Demonstrated experience of drafting high-quality reports in English

	<ul style="list-style-type: none"> - Good skills as organizer - The ability to work both independently and in a team; a strong sense of responsibility and a concern for quality
Languages:	Excellent written and spoken English required, other languages are an advantage
Contact details	For more information contact Prof. Martin Scheinin, martin.scheinin@eui.eu
Deadline	The closing date for applications is: 23 July 2015
How to apply	Fill in the on-line application form and upload documents as requested.