



Florence, 11/09/2019

## VACANCY NOTICE for a PROJECT ASSISTANT

The EUI has a vacancy for a Project Assistant in the Robert Schuman Centre for Advanced Studies.

**Reference number:** **V/RA/RSC/33/2019** (please quote in all correspondence)

<b>Department:</b>	Robert Schuman Centre for Advanced Studies
<b>Length of contract and % of full-time:</b>	10 months starting as soon as possible, renewable, full-time.
<b>Salary indication:</b>	Approximately net salary 2.000 € per month, plus allowances if applicable.  More information about conditions of employment is available <a href="#">here</a> .
<b>Director of project:</b>	Agnes Favier/Prof. Brigid Laffan
<b>Title of project:</b>	Prospects, challenges and policy options in wartime and for post-conflict in Syria (WPCS) / Florence School of Banking and Finance (FBF)
<b>Job description:</b>	The Project Assistant will coordinate and supervise the publication process of the project “Wartime and Post-Conflict in Syria” (WPCS). He/She will produce maps and infographic and will format research papers, policy papers and mapping. He/She will contribute in communication and dissemination of all activities related to WPCS project. Moreover, he/she will support the Florence School of Banking and Finance team in outreach activities and web-related tasks.
<b>Place of work:</b>	Florence
<b>Qualifications:</b>	<b>Essential:</b> <ul style="list-style-type: none"> <li>- Extensive experience in graphic design and communication/outreach activities;</li> <li>- Web management;</li> <li>- Ability to work in a team;</li> </ul>

	- Well-organized, flexibility and sense of initiative.
<b>Languages:</b>	Very good command of English (spoken and written) is essential.
<b>Contact details</b>	For more information contact <a href="mailto:donato.dibartolomeo@eui.eu">donato.dibartolomeo@eui.eu</a>
<b>Deadline</b>	The closing date for applications is: <b>25/09/2019 at midnight (Florence time)</b>
<b>How to apply</b>	Fill in the <a href="#">on line application form</a> and upload documents as requested