

Florence, 17 September 2007

Advertisement for appointment of Academic Assistant (Project)
Ref: LAW 9/2007 (please quote in all correspondence)

Department:	Academy of European Law
Length of contract and % of full-time:	Part-time (22/30) for eight months beginning 1st December 2007
Director of project:	Profs Marise Cremona, Bruno de Witte and Francesco Francioni
Title of project:	Academy of European Law: General Logistical and Project Assistance
Job description:	Assist the Administrator on Academy of European Law activities, including: <ul style="list-style-type: none">- Maintenance of databases- Correspondence and enquiries- Conference organization- Editing and coordination of publications- Liaison with project directors- Other general assistance as required
Qualifications:	Excellent administrative, organizational and computer skills; ability to work without direct supervision and as part of a team
Languages:	Excellent English, good knowledge of French and Italian

Applications, with curriculum vitae, must be addressed to the Academic Service, for the attention of Dr. A. Frijdal, at the following e-mail address: **apply.resassistant@eui.eu**. If you require specific information about the position, please contact Dr. Frijdal at andreas.frijdal@eui.eu. The deadline for applications is 31 October 2007.

