

**FOR THE ATTENTION OF 3<sup>RD</sup> YEAR RESEARCHERS AND  
EX-RESEARCHERS**

Advertisement for appointment of an Academic Assistant  
Ref: MWP 2/2008 (please quote in all correspondence)

Department: Max Weber Programme

Length of contract,  
% of full-time and  
starting date: FULL TIME Starts January 2009

Director of project: Prof. Ramon Marimon

Title of project: Max Weber Programme

Job description: Provide research and organizational assistance to Prof. Ramon Marimon, Director of the Max Weber Programme (MWP); in the framework of this project, work with the Director and the other members of the MWP staff team in further developing and supervising the programme; help organize programme activities, strengthen the programme visibility, develop the webpage, and interrelate with the Max Weber Fellows; in addition, assist with overall administration and running of the programme.

Organizational experience. Ability to take responsibility for the logistical side of organising conferences or meetings, as well as to perform routine organisational work such as maintenance of databases and online calendar. Ability to interrelate in an international academic environment.

Qualifications: Qualifications: Experience in the tasks and responsibilities listed above; experience in, or aptitude for, web development, use of video and photo camera to record programme activities. Educational qualifications are also taken into account.

Languages: Excellent knowledge of English and good working knowledge of Italian. Other languages are an advantage

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](mailto:apply.resassistant@eui.eu)  
If you require specific information about the position, please contact Dr Frijdal at [andreas.frijdal@eui.eu](mailto:andreas.frijdal@eui.eu).

The deadline for applications is 17 November 2008