To strengthen our highly motivated team under the management of Prof. Dr. Antonio Krüger, we are looking for a

**Scientific Referent of the Management** (m/f/d),
full-time, initially limited contract

**Your tasks:**
- Prepare and follow-up on conferences and business meetings
- Conduct analyses for draft proposals, reports and presentations
- Support marketing and acquisition processes
- Develop content for strategy papers
- Assist management during customer meetings, both nationwide and internationally
- Provide project support, i.e., supervision, monitoring and analysis of ongoing internal and external projects
- Assist project management in research and industrial projects

**Your qualifications:**
- PhD, preferably in the fields of computer science, business informatics, business administration or equivalent degree
- Sound knowledge of computer science or related disciplines, in particular Artificial Intelligence (AI)
- Able to function in a team as well as work independently
- Excellent communication skills in both German and English
- Able to communicate scientifically and technically in German and English, both for publication and for direct contact with project partners

**What you can expect:**
- You will interact with top-level decision-makers from politics, business and science
- You will acquire extensive experience in professional knowledge management
- You will receive deep insights into scientific organizations and business enterprises

Please submit your application together with your earliest possible starting date before December 31st, 2019 to sek-ak@dfki.de