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:**
- Active support of marketing and acquisition processes
- Preparation of presentations, decision memos, reports and strategy papers
- Control, monitoring and analysis of ongoing external and internal projects (project supervision)
- Project management assistance for research and industrial projects
- Coordination, preparation and follow-up of events, workshops and business meetings
- Occasional support of the management during customer meetings, both nationwide and internationally

**Your qualifications:**
- Degree, preferably in the fields of computer science, business informatics, or business administration or an equivalent degree
- Able to function in a team as well as work independently
- Excellent communication skills in German and English
- Excellent ability 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 with a focus on AI
- You will receive deep insights into scientific organizations and business enterprises

Please submit your application together with your earliest possible starting date before April 30th, 2019 to sek-ak@dfki.de

The German Research Center for Artificial Intelligence (DFKI) is Germany’s leading business-oriented research institution in the field of innovative software technologies based on artificial intelligence methods. In the international scientific community, DFKI ranks among the most recognized “Centers of Excellence” and currently is the biggest research center worldwide in the area of Artificial Intelligence and its application in terms of number of employees and the volume of external funds. The DFKI cooperates closely with national and international companies.

Severely disabled applicants and peers are given special consideration if they are equally suitable. The DFKI intends to increase the share of women in the field of science and therefore urges women to apply.