

**The Chair of Management Science / Operations and Supply Chain Management
(Professor Alena Otto)**

is seeking a

Student Assistant

to start at the earliest opportunity. Candidates should be available for at least 20 hours per month, an increase of the contractual working hours is possible upon request. Remuneration is currently €10.45 per hour, rising to €12.00 per hour on 1 October 2022.

The main responsibility of the applicant is to assist the chair in organising the QBWL workshop, a prestigious national workshop in operations research. QBWL is a gathering of German research groups working on quantitative topics in business and economics. It was established about three decades ago and has continuously grown to a group of more than 25 chairs from across the Germany. The workshop is hosted annually by one or two of the participating chairs, usually as a three-day in-person workshop. In 2023, the universities of Passau and Regensburg will share the honour and the responsibility to host the QBWL workshop. The workshop will take place in a picturesque wellness resort in Franconia.

You will have a great opportunity to meet renowned data scientists in person and experience state-of-the-art discussions in data science/operations research up close.

Person specification and requirements

- Advanced Bachelor's student or Master's student in business administration and economics, information systems, or a related subject with a strong quantitative focus.
- Good or excellent academic performance.
- Effective communication in German and English, organisational skills and a team-player mindset.
- Basic knowledge of content management systems (for maintaining the website), Microsoft Office and LaTeX.
- Prior knowledge in operations research and IBM ILOG CPLEX Studio software would be an advantage.

Your duties will include

- Communicating with the workshop participants, resolving potential issues effectively and efficiently in cooperation with the relevant research associate from our team.
- Managing (the existing) conference webpage and keeping it up to date with the latest information.
- Organising, hosting and closing the workshop (e.g. taking pictures, organising the badges and conference materials, organising the workshop networking event (excursion, walk or tasting)).
- Passing the related information on to the next host university.

The University of Passau wishes to increase the proportion of its female staff and expressly encourages women to apply for the position.

Furthermore, this position is suitable for candidates who are registered disabled. Persons who are registered disabled are given preference over non- disabled applicants who do not otherwise have statutory preferential status if their overall personal aptitudes, skills and qualifications are equal.

If you have any further questions about this position, please email Mr Amir Hosseini at amir.hosseini@uni-passau.de.

In order to apply, please send your full application in English (including your curriculum vitae, cover letter, your current transcript from HISQIS as well as any other relevant transcripts and school certificates) as a single pdf file to sekretariat-otto@uni-passau.de by no later than **15 August 2022**. E-mailed applications are kept on file for six months after the conclusion of the appointment procedure, whereupon they are deleted from our systems.

Please visit www.uni-passau.de/en/university/current-vacancies for our data privacy statement.