

As part of the **TraUBe research project** – Transformation of University Educational Spaces – at the **Chair of Educational Sciences, specializing in diversity research and educational spaces in middle childhood** (Professor Dr Christina Hansen), the following position is to be filled at the earliest possible date:

Student Assistant – Reporting

Working hours are **20 to 30 hours** per month. The pay is 15.20 euros per hour; if you hold a bachelor's degree, you will receive a higher pay rate. If you meet the requirements for the higher pay rate, you will be assigned more challenging tasks.

Responsibilities

- Data maintenance and processing (e.g. Excel, databases)
- Creating and updating academic reports and dashboards
- Assisting with the analysis of key performance indicators (KPIs)
- Quality assurance and plausibility checks on data
- Preparing academic presentations and analyses

Requirements

- Good knowledge of Excel and an interest in working with data
- An analytical and thorough approach to tasks
- Experience with statistical analysis software is desirable (e.g. SPSS or R)
- An academic background in the social sciences with training in quantitative methods, statistics or a comparable field
- “Good knowledge of German” (B2) to draw up internal documentation
- For applicants pursuing a bachelor's degree: at least in their second semester

We offer

- A varied role within a motivated and interdisciplinary team
- Insight into the work of an innovative project aimed at transforming university learning cultures
- Flexible working hours

The University of Passau is committed to increasing the proportion of women on its staff and strongly encourages women to apply. This post is suitable for people with severe disabilities. Where candidates with severe disabilities are equally qualified, competent and perform equally well, they will be given priority.

The University of Passau actively promotes equality for all staff. We therefore welcome applications from all individuals, regardless of their cultural and social background, age, religion, beliefs, disability or sexual identity.

If you have any queries prior to submitting your application, please contact Jasmin Groß: (Email: jasmin.gross@uni-passau.de).

We look forward to receiving your application, accompanied by relevant supporting documents (cover letter, CV, transcript of records and any relevant certificates or qualifications), by **27 July 2026** via email to: traube@uni-passau.de (please submit as a **single** PDF file). We will delete these documents no later than six months after the conclusion of the application process.

Please refer to our privacy policy, which is available on the following page: <https://www.uni-passau.de/en/university/current-vacancies>

Only the German version of this vacancy announcement is legally binding.