



FISCAP



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# Job vacancy

## Student Assistants in BA- MA-Studies

At the Chair for German Politics and Government  
(also for students at the Law Faculty and other non-political science students)

Start 01. October 2024  
9 h/Week

We are looking for student assistants to support our team starting October 1, 2024. The positions are initially limited to one year, with the possibility of extension.

### Your tasks:

- Independent academic research (e.g. online research on websites or research portals, potentially in databases, sourcing information offline from libraries and archives)
- Data processing and minor data analysis
- Contribution to publications (literature research, text layout)

### Advantages for you:

- Insights into academic research and policy consulting
- Participation in exciting research projects (e.g. structure of ministries, state-owned enterprises, high-ranking civil servants) also in collaboration with other academic assistants from abroad (France, Netherlands, Norway, Sweden)
- Very pleasant team, flexible working hours, the option to work from home and a modern equipped workplace at the Griebnitzsee campus

### What we are looking for:

- You are enrolled as a student in a BA or MA program at the University of Potsdam (major in social sciences or law)
- You possess the ability to work in a team, communication skills and a high degree of independence in completing tasks
- You have very good English language skills and excellent proficiency in Office tools (especially Word and Excel)

Are you interested? Then we look forward to receiving your application as a PDF (including a tabular CV, a brief letter of motivation, and the current PULS grade list) indicating the job reference number '2024.2' via email to: [Sabine.Eichler@uni-potsdam.de](mailto:Sabine.Eichler@uni-potsdam.de).

For any inquiries, feel free to contact our team at ([whk-regieren@uni-potsdam.de](mailto:whk-regieren@uni-potsdam.de))!

The review of applications will begin on **June 30, 2024**, but the call for applications will remain open until suitable applicants have been found.