

The Rheinische Friedrich-Wilhelms-Universität Bonn is an international research university with a broad spectrum of disciplines. 200 years of history, around 38,000 students, more than 6,000 employees and an excellent reputation at home and abroad: The University of Bonn is one of the most important universities in Germany and has been awarded the title of Excellence University.

The West German Genome Center (WGGC) Bonn at the Life and Medical Sciences Institute (LIMES) is seeking a

Scientific Officer (100%, TVL13) (maternity leave replacement, part-time option)

starting at the earliest date possible/01.12.2021 and initially limited to a fixed contract until 30.06.2022 (possible prolongation until the end of 2022 with part-time option),

The West German Genome Center (WGGC) is one of four Next Generation Sequencing (NGS) Competence Centers (NGS-CCs) funded by the German Research Foundation (DFG). The WGGCs main NGS sites are at the University of Bonn, University of Cologne and the University of Düsseldorf. The WGGC has been founded to develop and provide NGS services for the academic community throughout Germany. The position will be located primarily at the Life and Medical Sciences Institute.

- Your duties:
- Work in direct coordination with the WGGC Officers in Cologne and Düsseldorf,
 - Support the management board of the WGGC and the WGGC Bonn speaker e.g. writing reports and organizing meetings,
 - Maintain the WGGC online presence (website, twitter, mailing lists) and the WGGC Profiles web portal,
 - Manage and support WGGC Bonn specific activities (DFG sequencing calls, LIMS development, collaborations),
 - Support WGGC outreach and strategic activities,
 - Keep track of WGGC Bonn budget together with the finance department.

- Your profile:
- A scientific background is desirable,
 - Experience with online services and website development (Wordpress and Plone),
 - Familiarity with a diversity of IT tools (VMs, Databases),
 - Excellent cross-disciplinary communication skills (English mandatory, German desirable),
 - Motivated, flexible, team oriented and interested in continued professional development.

- We offer:
- A varied and challenging position with one of the biggest employers in the area,
 - Valuable experience in science management and many networking opportunities,
 - Participation in the university-wide pension system (VBL),
 - Access to the extensive university sports program,
 - Very good transport connections or the possibility to purchase a VRS major customer ticket or to use inexpensive parking facilities,
 - A possibility to use the day care center,
 - Salary according to salary group 13 TV-L..

The University of Bonn is committed to diversity and equal opportunities. It is certified as a family-friendly university. Its aim is to increase the proportion of women in areas where women are under-represented and to particularly promote their careers. It therefore urges women with relevant qualifications to apply. Applications are treated in accordance with the Land Equality Act. The application of suitable people with proven severe disabilities and persons of equivalent status is particularly welcome.

If you are interested in this position, please send your **complete application documents** (CV, motivation letter, other relevant certificates or qualifications) by **15.11.2021** to **elke.meyer@dzne.de** with the application code **WGGC/Bonn/Officer**. Before sending your application, please combine and convert all of your documents into one PDF file.