



# **LOOKING FOR BUSINESS ADMINISTRATION STUDENT** **for the role** **EU Project Management Assistant**

The Augmented Vision Department of DFKI Kaiserslautern offers a student position for the role of project management assistant for an EU Project in the area of AI in construction that the group will be coordinating.

## What you will be doing:

- Assisting the EU project coordinator at DFKI
- Preparing and participating in meetings with international partners
- Creating document/presentation templates and updating progress plans

## What we expect:

- English language proficiency (speaking and writing)
- Good organization skills, responsibility and professionalism
- Excellent communication skills, self-motivation, initiative
- Good knowledge of MS Office (Excel, Word, PowerPoint)
- [Preferred]: Computer science basic understanding
- [Preferred]: Possibility for long-time engagement (1 year + )

## What you get:

- Practical experience in assisting in the project management of a large EU Research Project
- Communication with interesting partners all-over the EU

**Please send your application (CV, Transcripts) to:**

Dr. Jason Rambach, [Jason.Rambach@dfki.de](mailto:Jason.Rambach@dfki.de)