

The **Institute of Computational Biology** is looking for a  
**student assistant for ICB administration**

Your tasks:

- support of the scientific management of ICB in preparation of project proposals and scientific events and networks
- support in the organization of internal events
- support of ICB public outreach (homepage, social media)

What we expect from you:

1. very good skills in english (preferable also german)
2. very good skills in MS office programs
3. flexibility to work on different upcoming tasks
4. experience in public outreach is a plus

What we offer:

6-8 hours a week, initially for 3 months, flexible working hours,

Contact:

[anna.sacher@helmholtz-muenchen.de](mailto:anna.sacher@helmholtz-muenchen.de)