

TUD Dresden University of Technology, as a University of Excellence, is one of the leading and most dynamic research institutions in the country. Founded in 1828, today it is a globally oriented, regionally anchored top university as it focuses on the grand challenges of the 21st century. It develops innovative solutions for the world's most pressing issues. In research and academic programs, the university unites the natural and engineering sciences with the humanities, social sciences and medicine. This wide range of disciplines is a special feature, facilitating interdisciplinarity and transfer of science to society. As a modern employer, it offers attractive working conditions to all employees in teaching, research, technology and administration. The goal is to promote and develop their individual abilities while empowering everyone to reach their full potential. TUD embodies a university culture that is characterized by cosmopolitanism, mutual appreciation, thriving innovation and active participation. For TUD diversity is an essential feature and a quality criterion of an excellent university. Accordingly, we welcome all applicants who would like to commit themselves, their achievements and productivity to the success of the whole institution.

The **Cluster of Excellence "Responsible Electronics in the Climate Change Era – REC²"** offers a full-time position as

Project coordinator (m/f/x)

(subject to personal qualification employees are remunerated according to salary group E 13 TV-L)

starting **January 1, 2026**. The position is limited until December 31, 2032 (time limitation pursuant to TzBfG).

The new excellence cluster **REC²** is looking for a project coordinator who will establish the interdisciplinary and multidisciplinary cluster as a central scientific institution of TU Dresden. This involves drawing up regulations, coordinating and monitoring cooperation agreements with non-university cluster partners, implementing internal organizational structures, quality assurance for internal processes etc.

Tasks:

- establishment and strategic management of the program office of the cluster of excellence (implementation of the internal organizational structures of the cluster, including quality assurance) and thus responsibility for the results of the establishment of the interdisciplinary and multidisciplinary cluster at TU Dresden
- establishment of the cluster's cooperation program in collaboration with participating and cooperating institutions and industry
- coordination of research projects in the field of the cluster, including application for funding, reporting, and collaborations in cooperation with cluster participants
- representation of the cluster externally at national and international political and scientific events
- conceptualization of content for the cluster's own events and conference programs, including monitoring of implementation
- development of the career development programs: content, structures and processes, including management of the selection of group leaders
- planning and management of available cluster resources and budget control

Requirements:

- university degree (master's or diploma) in a subject relevant to the position excellent communication and organizational skills as well as social competence for interdisciplinary teamwork
- ability to work independently and in a goal-oriented manner
- high level of commitment and willingness to integrate and take responsibility in a team
- confident command of written and spoken English
- knowledge and experience in the management, administration, and acquisition of research projects with multiple partners are desirable.

What we offer: We will be happy to welcome you to an international team of highly motivated researchers to be part of a highly active scientific field. We further offer

- Access to state-of-the-art facilities of the group and the institute
- Collaborations and networking with leading research groups in the field
- Promotion of gender equality and family-friendly work environment

TUD strives to employ more women in academia and research. We therefore expressly encourage women to apply. The University is a certified family-friendly university. We welcome applications from candidates with disabilities. If multiple candidates prove to be equally qualified, those with disabilities or with equivalent status pursuant to the German Social Code IX (SGB IX) will receive priority for employment.

Please submit your detailed application (motivation letter, CV, and copies of degree certificates in English) by **November 3, 2025** (stamped arrival date of the university central mail service or the time stamp on the email server of TUD applies), preferably via the TUD SecureMail Portal <https://securemail.tu-dresden.de> by sending it as a single pdf file to anna.lavkova@tu-dresden.de with the subject line: **"REC2 Coordinator, your last name"** or to:

TU Dresden, REC², Prof. Dr. Vaynzof, Helmholtzstr. 10, 01069 Dresden, Germany.

Please submit copies only, as your application will not be returned to you. Expenses incurred in attending interviews cannot be reimbursed.

TUD is a founding partner in the DRESDEN-
concept alliance.

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Reference to data protection: Your data protection rights, the purpose for which your data will be processed, as well as further information about data protection is available to you on the website: <https://tu-dresden.de/karriere/datenschutzhinweis>.