

JOHANNES GUTENBERG-UNIVERSITÄT MAINZ – D 55099 Mainz

From **01.08.2019** on, we are seeking for a **student assistant** to support the coordination of our **Master's Program in International Economics and Public Policy (MIEPP)**.

Scope of duties - Consultation of prospective master students (tasks include replying to email inquiries)

- Marketing the program (tasks include writing PR articles and assisting in the organization of marketing events, etc.)
- Website maintenance (WordPress)
- General support of the MIEPP team

Requirements:

- Student of MSc. International Economics and Public Policy (first or second semester)
- Very good command of (both oral and written) English and German
- Good communication and teamwork skills
- Skills in picture editing and/or Powerpoint are desirable
- Dedication to MIEPP
- Good organizational skills
- Sense of duty and responsibility

Working hours: - 6 hrs per week.

Application: **Closing date for applications: 06.05.2019**
(also possible by mail to LsHarms@uni-mainz.de)

to: **Prof. Dr. Philipp Harms**
VWL, International Economics
Jakob Welder-Weg 4
55128 Mainz

Please attach the following to your application:

- Letter of motivation
- Curriculum Vitae (if possible incl. ID picture)
- Transcript of records
- Expected availability
- Indication of computer literacy and command of languages
- Bachelor's degree certificate
- References from previous employers, if applicable

Information: Johannes Carow, Haus ReWi II, Erdgeschoss, Zimmer 00-121,
E-Mail: master-economics@uni-mainz.de

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Rechts- und Wirtschaftswissenschaften

Lehrstuhl für Volkswirtschaftslehre,
insb. International Economics

Univ.-Prof.
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