

TU Berlin Summer & Winter School, TUB/CO GmbH



The TU Berlin Summer & Winter School invites international participants to experience Berlin during the summer or winter with our intensive academic programs. The TU Berlin Summer & Winter School is carried out by the TUB/CO GmbH on behalf of the TU Berlin (Technische Universität Berlin).

TU Berlin Summer School - Seeking Student Assistants for Summer 2026

Work with students from around the world!

City: Berlin; Starting date (earliest): 03/06/26; Duration: 2 -3 months (June -August 2026); Remuneration: 14.50 €/h; Closing date: 19/03/26

Tasks

The TU Berlin Summer School is looking for student assistants (multiple positions) for the period of 03 June to 28 August 2026 to support international students and to accompany them on our extensive cultural program.

Key responsibilities:

Support the running of the TU Berlin Summer & Winter School, primarily the delivery of cultural activities by coordinating and accompanying participants on excursions (museum visits, sporting activities, day trips etc.);

- Support student welcome and farewell days by greeting and registering students, undertaking warm-up activities, leading campus tours and showing students to classrooms at the TU Berlin
- Engaging with participants (international students) during cultural events, introducing them to Berlin and answering enquiries as needed
- Providing administrative support to the TU Berlin Summer & Winter School Team at its office on campus including: preparation of welcome bags and welcome events, general event assistance, responding to international student enquiries and other administrative tasks as required

Requirements

- Strong interpersonal skills and the ability to communicate effectively with people from diverse backgrounds
- Flexibility and the capacity to work well under pressure
- An understanding of customer service and willingness to work quickly to solve problems
- Interest in intercultural relationships and communication
- Excellent English language skills (minimum level C1) and good German language

skills (minimum level B2)

- Availability to attend a half-day orientation session and to assist with preparations for the summer school welcome event, as needed
- Applicants must be currently enrolled at a German university to be eligible
- Applicants must be available during the time frame (July - August 2025) for at least 2 afternoons per week and 1-2 weekend excursions

What we offer

- The role will commence in June 2026 (a later start in July would also be possible)
- Pay is based on the standard conditions of a Student Assistant position and is set at €14.50 an hour, for a fixed, short-term contract
- Hours are flexible, but in general offered at around 10-15 hours a week

Application

Please send applications (motivation letter and CV in a single PDF) to Lydia Ziebell by 19 March at: summerwinterschool@tub.co

More information at <https://stellenticket.de/202262/TUB/>
Offer visible until 23/03/26

