



**Technische Universität Berlin**



## **Support for the public relations work of MATH+ - 0.5 working-time - salary grade E4 TV-L Berliner Hochschulen**

**The position is suitable for students.**

**Faculty II - Mathematics and Natural Sciences, Exzellenzcluster MATH+**

**Reference number:** II-396/25 (starting at the earliest possible / limited until 31/12/2032 / closing date for applications 20/10/25)

### **Your responsibility:**

Tasks include supporting:

- the management and maintenance of MATH+ social media channels and websites
- the editing of image and video files
- the organization of MATH+ outreach events, such as the Science Pub Quiz (Lange Nacht der Wissenschaften) or Science Slam (Berlin Science Week)
- the creation of simple informational materials

### **Your profile:**

- Experience with social media channels
- Experience in image and video editing; knowledge of image editing software (e.g., Canva or similar) desirable
- Experience in working with websites (e.g., WordPress or similar) desirable
- Good Knowledge of Microsoft Office
- Good command of German and English
- Open and friendly personality, good communication skills desirable
- Ability to work in a team, reliability, flexibility, and an independent working style desirable

### **How to apply:**

Please send your application, **quoting the reference number**, with the usual documents (combined in a single PDF document, max. 5 MB) **by email** to Beate Rogler via **personal@mathplus.de**.

By submitting your application via email you consent to having your data electronically processed and saved. Please note that we do not provide a guaranty for the protection of your personal data when submitted as unprotected file. Please find our data protection notice acc. DSGVO (General Data Protection Regulation) at the TU staff department homepage: [https://www.abt2-t.tu-berlin.de/menu/themen\\_a\\_z/datenschutzerklaerung/](https://www.abt2-t.tu-berlin.de/menu/themen_a_z/datenschutzerklaerung/).

To ensure equal opportunities between women and men, applications by women with the required qualifications are explicitly desired. Qualified individuals with disabilities will be favored. The TU Berlin values the diversity of its members and is committed to the goals of equal opportunities. Applications from people of all nationalities and with a migration background are very welcome.

The vacancy is also available on the internet at:  
<https://www.jobs.tu-berlin.de>

