



Wissenschaftskolleg zu Berlin
INSTITUTE FOR ADVANCED STUDY

The **Wissenschaftskolleg zu Berlin – Institute for Advanced Study** is an independent research institute based in Berlin-Grünwald, funded equally by the State of Berlin and the German federal government. Since 1981, some forty internationally renowned scholars from a multitude of nations and disciplines have been invited here each year to pursue a research project of their own choosing in the span of a ten-month fellowship.

We are looking for an

IT Administrator (f/m/x)

to start work on July 1, 2026.

The job is 30 hours a week and the salary is in accordance with pay grade 12 of the public service collective pay agreement at the federal level (TVöD Bund West).

Your Responsibilities

- Maintaining and further developing our Debian-based Linux systems, with a focus on web servers (Apache 2) and database systems (MySQL, PostgreSQL)
- Operating and maintaining our virtualization platform (Proxmox VE)
- Assisting with administration of the network and security infrastructure (firewalls, switches, VPN)
- Automation and deployment (e.g. Ansible, Git)
- Operating, monitoring and troubleshooting central services such as DNS, LDAP, email and databases
- Assisting with the administration of Windows systems
- Configuration and lifecycle management of our administrative VMs and desktops (primarily Windows)

Your Profile

- A completed degree in computer science or IT, or equivalent professional experience
- Solid knowledge of Linux system administration
- Basic experience with virtualization (Proxmox VE, VMware, or similar), configuration management (e.g. Ansible) and version control (Git)
- Basic understanding of networks, IT security and monitoring (e.g. Zabbix, Nagios)
- Basic knowledge of web-server and website administration
- Openness to new technologies and active involvement in shaping the IT infrastructure
- The enjoyment that comes with troubleshooting, learning and contributing ideas within a small team
- Very good English skills (spoken and written) as well as good German skills

We offer

- A collegial, supportive team
- The opportunity to pursue your own ideas and projects
- Further training and professional development on an annual basis
- An international academic environment

The Wissenschaftskolleg zu Berlin is committed to equal opportunity and diversity. We welcome applications regardless of gender, nationality, ethnic or social background, religion, disability, age or sexual identity. Applications from people with severe disabilities will be given preferential consideration if equally qualified.

Please send your application (including CV and certificates) as a single PDF by **June 15, 2026**, via email to bewerbung.it@wiko-berlin.de.

If you have any questions, please contact Wiebke Güse, Head of IT: 030-89001-132.

Please also note our data-protection information:

www.wiko-berlin.de/datenschutz/datenschutz-fuer-stellenbewerberinnen-und-bewerber

