Reference Number 141/2020

**TECHNICAL ASSISTANT (M/F/D)**

Initially limited until 30 September 2021, extension possible (pending on approval of DFG funding)
100 % of a full time employment
Salary: Entgeltgruppe 9a TV-L
Workplace: Leipzig

Leipzig University offers the aforementioned position at the **German Centre for Integrative Biodiversity Research (iDiv) Halle-Jena-Leipzig** in Leipzig from 1 October 2020 onwards.

**Background**

iDiv is a national research centre funded by the German Research Foundation (DFG). Its central mission is to promote theory-driven synthesis and data-driven theory in this emerging field. It is located in the city of Leipzig and it is a central institution of Leipzig University, jointly hosted by the Martin-Luther-University Halle-Wittenberg, the Friedrich Schiller University Jena and the Helmholtz Centre for Environmental Research (UFZ). More Information about iDiv: [www.idiv.de](http://www.idiv.de).

Soil organisms and ecosystem functions are poorly represented in macroecological analysis with extensive geographic and thematic gaps undermining our assessment of soil ecosystems worldwide. In this context, in 2018, an international group of researchers decided to establish the first global soil biodiversity observation network to not only reduce the geographic gaps in knowledge but also to provide support for the development of new monitoring systems and allow to assess trends in soil biodiversity and ecosystem functions. Constituted as a global Soil Biodiversity Observation Network ([Soil BON](https://www.soilbon.org)), this group is working in partnership with the Global Soil Biodiversity Initiative (GSBI) and other global and regional partners to make available the soil biological and ecosystem observations needed to ensure living soil resources are sustainably conserved and managed and can support essential human needs. Soil BON partners represent a range of stakeholders, including researchers, educators, and policy advisors from academic, governmental, and private sectors. The goal is to further connect multi-national partners and initiatives in a worldwide effort to understand soil biodiversity, document how it is changing, how these changes affect people who rely on soil living resources for their well-being and livelihoods, and how a sustainable use of ecosystems can safeguard soil biodiversity. With support from iDiv, several sampling campaigns are already prepared and collaborations with other global and regional initiatives ([Global Crop Microbiome](https://www.globalcropmicrobiome.org), [Biodesert](https://www.biodesert.org), [iSBio](https://www.isbio.org), among others) will improve our scope and enlarge our capacity to understand global soil systems and their contribution to biogeochemical cycles.

**Tasks:**

- organisation of the shipping of soils and other biological materials for our global, European, and national partners;
- communication with international laboratories regarding the requirements for their analyses as well as to conduct and coordinate sample preparation and shipping;
- independent coordination of the documentation including letters of authority, material transfer agreements, shipping reimbursements, sample tracking, and laboratory requirements;
- establishing and maintaining a good network with our global partners responsible for soil sampling in terms of procedures and material transfers;
- perform laboratory procedures independently, including soil sieving and sample preparation as well as molecular and other biological work on a regular basis;
- organisation and compilation of different methodological approaches used by the project consortia;
- organisation and compilation of datasets regarding the multiple diversity, chemical, physical and functional measurements that are going to be performed in our laboratory and within the international network of collaborating laboratories;
- ordering material and keeping up to date with available resources.
Requirements:
- completed training as Biological Technical Assistant (BTA), Chemical Technical Assistant (CTA) or comparable qualification
- ability to work independently both in the laboratory and in coordination activities
- experience with the laboratory molecular work, particularly with enzyme activity analysis is of advantage
- good statistical and analytical skills are of advantage
- excellent English communication skills (speaking and writing)
- interest and ability in interdisciplinary collaboration with a diversity of ecologists
- team-oriented way of working and strong organizational skills
- strong social skills with the ability to engage with multiple cultures and backgrounds
- availability to travel within and outside Europe, driver’s licence class B

Kindly send your application with the reference number 141/2020 via our application portal under https://apply.idiv.de. For project-related questions, kindly contact Dr. Carlos Guerra (carlos.guerra@idiv.de). Applications are accepted until 27 July 2020. Although we prefer applications via our application portal, hard copy applications can be sent to:

German Centre for Integrative Biodiversity Research – iDiv
Dr. Carlos Guerra
Deutscher Platz 5 e, D-04103 Leipzig

Applications should include:
- cover letter (in English or German) describing motivation for the position and relevant experience
- complete curriculum vitae
- digital copy of training certificate

For queries on the application process, please contact the iDiv HR Department (hr@idiv.de). Severely disabled persons are encouraged to apply and will be given preference in the case of equal suitability. Applying via email is questionable under data protection law. The sender assumes full responsibility. The selection process will take up to 15 days after the closing of applications.

iDiv is committed to establishing and maintaining a diverse and inclusive community that collectively supports and implements our mission to do great science. We will welcome, recruit, develop, and advance talented staff from diverse genders and backgrounds.

Privacy information
The personal data contained within your application documents or obtained during the interview will be processed exclusively for the purposes of the selection process for the position advertised. The legal basis for such data processing is Section 11(1) of the Saxon Data Protection Implementation Act (SächsDSDG) in conjunction with the EU General Data Protection Regulation (GDPR). The controller for the application process within the meaning of the GDPR is the addressee of the application, as specified in the respective advertisement. When processing your application, your personal data will be passed on within Leipzig University to
- members of the selection committee
- the human resources management teams
- the Commissioner for Equal Opportunities
- the Disability Officers and
- if necessary, the Staff Council
as part of their organisational or statutory responsibilities.
Your personal data will be erased no later than six months after completion of the selection process. In accordance with the GDPR, subject to the relevant statutory requirements you have the following rights vis-à-vis the addressee of the application with regard to your personal data: right of access (Art. 15 GDPR); right to rectification of inaccurate personal data (Art. 16 GDPR); right to erasure (Art. 17 GDPR); right to restriction of processing (Art. 18 GDPR); and right to object to processing (Art. 21 GDPR). If you have any questions, please contact the Data Protection Officer at Leipzig University (office: Augustusplatz 10, 04109 Leipzig). You also have the right to lodge a complaint with the Saxon Commissioner for Data Protection.