



HafenCity University Hamburg is looking to fill the following position in the Research and Internationalization Department as of 01.07.2025

Scientific Manager Research and Internationalization

Pay group 14 TV-L

full-time, permanent position.

About us

The HafenCity University Hamburg, University of Architecture and Metropolitan Development (HCU) is a university that focuses on the built environment. The HCU unites all aspects of building and design, engineering, and natural sciences as well as geoscientific and social sciences under one roof.

In recent years, the researchers at HafenCity University have consistently developed and expanded their activities in the field of metropolitan research. In addition to all major national funding programs (DFG, BMBF) and major programs of the federal ministries (BMDV, BMU), the researchers are active in EU programs (Horizon 2020) and work in joint projects as well as in individual projects. Various lighthouse projects are particularly noteworthy. There is also close cooperation in and with the Free and Hanseatic City of Hamburg

Here you can find further information about the [HCU](#) and the [Arbeitgeberin Freie und Hansestadt Hamburg](#) as an employer.

Your tasks

- Conceptual and structural issues in the area of research development and research funding
- Further development of the HCU's national and international profile in research
- Professional leadership and management of employees in the area of research and internationalization, including basic principles and EU research funding
- Supporting the Vice President for Research and Internationalization with regard to all tasks related to the subject area (attending appointments, events, committee meetings, supervising the Research Commission), as well as the exchange with relevant actors from science, politics, business and society

- (Legal) review including the design and coordination of complex contractual structures in national and international third-party funded projects and the development of corresponding

Your profile

mandatory requirements

- University degree (Master's degree or equivalent, ideally with a doctorate) in the humanities and social sciences, natural sciences, engineering or a comparable field of study
- Very good knowledge of German and English (at least C1 according to the Common European Framework of Reference for Languages - CEFR)

additional requirements

- Experience in the area of personnel management in your own area of responsibility and practiced in dealing with the different status groups at a university and knowledge of the relevant funding programs, both nationally and internationally
- Experience in project and process management and strategic and forward-looking thinking
- Experience in research management
- Several years of professional experience in science or research management, ideally with professional experience in relevant institutions
- Good knowledge of research information systems (e.g. PURE) and research information management systems (RIS)
- Reliability, personal responsibility, service orientation, flexibility, ability to work under pressure Service orientation, strong analytical skills, creative flair and a quick grasp of things

Benefits

- a workplace in an attractive working environment in HafenCity
- varied work in a university environment with international academic partners
- a family-friendly university that supports its employees in balancing work and family life
- support for professional and personal development through a wide range of training and continuing education opportunities
- other benefits such as a company pension scheme, capital-forming benefits, company fitness EGYM Wellpass and discounts in the student union canteens

How to apply

In addition to an informative cover letter in which you explain to what extent you meet the requirements profile, we need the following documents from you:

- curriculum vitae in tabular form,
- proof of vocational training,
- current appraisal or current certificate (see also notes on the application and selection process),
- Current assessment or certificate (not older than three years),
- declaration of consent to inspect your personnel file, stating the office responsible for your personnel file (only for applicants from the public sector).

For questions and further information, do not hesitate to contact Annette Bögle +49 40 428 27-5691

The applicant's classification in regard to the level of experience within the advertised TV-L pay group is based on the candidate's individual work experience and reviewed by the HR department. Legally binding statements can only be made by the HR department of the HCU.

Please send your application (including CV, cover letter, and copies of relevant certificates), no later than 16.06.2025 (preferably by email as one PDF file) to:

HafenCity Universität
Personalverwaltung
Stellen-Nr.: 2025-65
Henning-Voscherau-Platz 1
20457 Hamburg
E-Mail: HCU-bewerbung@vw.hcu-hamburg.de

Please include the reference number „**2025-65**“ in your application.

Please be aware that in case of an invitation to an interview, HCU will not be able to cover any expenses for travel and lodging.

Due to the high number of applicants, the HCU will not be able to return application documents. Therefore, please do not submit originals of certificates. If you add a post-paid envelope, the HCU will return your application documents.