

Assistant(s) to ESCAPE28 Organization Team
28th European Symposium on Computer Aided Process Engineering

TU Graz (ICVT, IPPT, IPZ) organizes the 28th European Symposium on Computer Aided Process Engineering from **June 10th to 13th, 2018**.



For the organization of this international event (300 to 400 participants) we are looking for:

- **1 - 2 highly motivated student(s)** with excellent communication skills (German and English) that will be the **Lead Assistant** of the organization team (responsibilities include: answer and distribute emails, solicitation in social media, detail planning of activities, detail organization activities, telephone correspondence, etc.) to **start in September 2017**. Ideally, the student has a background in chemical engineering (or a related discipline) to more effectively categorize and distribute correspondence. Workload can be scheduled in a flexible way, however, checking of correspondence should be on a bi-weekly basis at least.
- **10 highly motivated students** that will act as the **Conference Assistants** to the organization team during the event **in June 2018 (i.e., from 8^h to 14th of June)**.

Contact

Send your application (CV and availability between September 2017 and June 2018) using the header “**ESCAPE28 - Lead Assistant**” or “**ESCAPE28 - Conference Assistant**” to escape28@tugraz.at. Remuneration depending on position (440 €/month for lead, for conference assistants depending on availability).