

Undergraduate assistant position in technology and innovation management (100% - 11hours/week)

The Chair of Technology and Innovation Management and the institute of management in technology (iimt) at the University of Fribourg is looking for a motivated teaching assistant to join its dynamic team.

Main Responsibilities:

- Preparation of teaching materials;
- Support in digital marketing (content creation, social media management, etc.);
- Administrative support for the institute's activities.

Required Profile:

- Enrolled student at the University of Fribourg, having successfully completed the second-year Bachelor exams;
- Skills in digital marketing, communication, and administrative organization are highly desirable;
- Ability to work independently while collaborating effectively within a team.

Conditions:

- Employment rate: 100% (11 hours of work per week);
- Contract duration: **6 months** (January to June), renewable based on needs and performance;
- Workplace: University of Fribourg, PER 21 building, with the option for remote work;
- Start date: **1. July, 2025, or to be agreed upon;**
- **Flexible working hours** to accommodate academic schedules.

How to Apply:

If you are interested in this position, please send your CV to iimt@unifr.ch by **April 15, 2025**.

For further information please contact Mathilde Pittet (Mathilde.pittet@unifr.ch).