



Job Advertisement

Job ID
20/09
Application by
27.09.2020

The **Leibniz Institute on Aging - Fritz Lipmann Institute (FLI)**, Jena (Germany), is a federal and state government-funded research institute and member of the Leibniz Association (Wissenschaftsgemeinschaft Gottfried Wilhelm Leibniz e.V.). FLI's internationally visible and highly competitive research is focused on understanding the mechanisms of aging and associated age-related diseases. Scientists from over 40 countries are currently investigating the molecular mechanisms of aging and the occurrence of age-related diseases. Our aim is to create the basis for new therapeutic approaches in medicine as a way to improve health in the elderly (www.leibniz-fli.de).

The **IT Infrastructure** department is responsible for the operation of the system infrastructure consisting of Windows and OSX systems and operates at a high level and with state-of-the-art technology. The department works closely with the Core Facility Life Science Computing, which is responsible for scientific IT issues. Additionally, it is the point of contact for scientists, technical and administrative personnel. **As soon as possible** we are looking for a

System Administrator SAP (m/f/d)

Your tasks:

- User helpdesk and technical support for SAP ERP systems in cooperation with the external provider
- Process optimization within the SAP ERP system in cooperation with the relevant administrative departments
- User helpdesk und technical support for Windows Clients, Adobe, Office Programmes
- Job monitoring und provider management
- Creation, documentation and mapping of business processes, maintenance and update of documentation
- Project management and system conversions in the SAP environment, participation in the development of concepts
- Creation of SAP queries and reports, SQL queries
- User Training

Your qualifications:

- Degree in business informatics, industrial engineering or comparable vocational training with relevant work experience
- Experience in user support of ERP systems, preferably SAP
- negotiation and communication skills
- Good command of German and English
- Knowledge of process or project management is desirable, but not required

We offer:

- A motivated team in an international working environment, offering optimal support during the initial training period
- Working contract according to the collective labor agreement of Federal States (TV-L)
- Salary depending on related professional experiences plus an attractive occupational pension (VBL)
- Flexible working times, a family-friendly working environment as well as opportunities for qualifications and training

Application: Candidates are encouraged to send their detailed application referring to **Job-ID 20/09** until **27.09.2020**.

By Email: jobs@leibniz-fli.de
one single-pdf-document

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