

JOHANNES GUTENBERG-UNIVERSITÄT MAINZ – D 55099 Mainz

From **15.08.2026 (or later)** on, we are looking for a **student assistant** to support the coordination of our **Master's Program in International Economics and Public Policy (MIEPP)**.

Scope of duties:

- Consultation of prospective master students
(tasks include replying to email inquiries, answering phone calls etc.)
- Assisting the program directors in marketing the program
- Website maintenance (WordPress)
- General support of the MIEPP team

Requirements:

- Student of MIEPP (M.Sc. in International Economics and Public Policy - first or second semester)
- Very good command of (both oral and written) English and German
- Good communication and teamwork skills
- Skills in Microsoft Office programmes and picture editing are desirable
- Dedication to the MIEPP program
- Good organizational skills
- Sense of duty and responsibility

Working hours: **6 hrs per week.**

Application: **Closing date for applications: 20.07.2026**
(by mail to LsHarms@uni-mainz.de)

to: **Prof. Dr. Philipp Harms**
FB 03 - International Economics
Johannes Gutenberg-University
55099 Mainz

Please provide us with the following documents/information:

- Letter of motivation
- Curriculum Vitae (if possible incl. ID picture)
- Transcript of records
- Expected availability
- Indication of computer literacy and command of languages
- Bachelor's degree certificate
- References from previous employers, if applicable

Information: Ahmad Haidar, E-Mail: master-economics@uni-mainz.de
Barbara Heinemann, E-Mail: LsHarms@uni-mainz.de

FACHBEREICH 03
Rechts- und Wirtschaftswissenschaften

Lehrstuhl für Volkswirtschaftslehre,
insb. International Economics

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