



The **IHS – Institute for Advanced Studies** in Vienna is a leading non-university research institute that creates empirically based knowledge on significant economic and social challenges of our time. It delivers excellent applied basic research and impartial scientific policy advice, combining economic and social science perspectives. IHS is looking to fill the following position in the **Competence Center Survey Research**.

Student Assistant (f/m/d) part-time (17,5h/week)

The research unit led by **Dr. Vlasta Zucha** is looking for competent reinforcement for the group's projects, in particular the European Social Survey or the Student Social Survey. As student assistant, you will support an inter-disciplinary team in the implementation and analysis of complex surveys. You work closely with the project leaders and research unit leader:

- Supporting throughout all phases of data collection and processing
- Development and testing of questionnaires
- Data collection, helplines, field management
- Data preparation and processing, plausibility checks
- Statistical analysis, managing external database
- Writing of project reports, visualization and presentations
- Taking minutes of meetings and organizing events

About you

- Ongoing social science studies (preferably end of a Bachelor's- or beginning of a Master's degree)
- Programming experience in working with statistical software like STATA, SPSS, R
- Accuracy at work, especially with data and texts
- Excellent written and verbal communication skills in German and English
- Very good command of MS Office programs (Word, Excel, PowerPoint)
- Efficient, independent, reliable and team-oriented way of working

What we can offer you

- Inspiring environment in a motivated, committed and collegial team
- Strong involvement in the activities of the research unit
- Excellent opportunities for further career development due to our strong position in both research and science-based policy advice
- Flexible working time arrangements and the option of mobile working, IHS is a certified family-friendly employer
- A great location set in the heart of Vienna and a fully operating infrastructure

The monthly salary for the advertised position is based on the FWF scheme for student assistants and amounts to € 1,180.90 gross for a 17,5-hour week, paid 14 times per year.

The position is to be filled on August 1, 2025. The initial contract period is 6 months, with the possibility of an extension (a maximum of 2 years in total).

IHS is an equal opportunity employer. We examine our unconscious biases and take responsibility for the career advancement of women and for creating an inclusive environment that makes every employee and candidate feel welcome.

Interested?

To apply, please submit a CV, letter of motivation, certificates and your own text sample with quantitative research results (e.g. seminar paper, BA thesis) via e-mail to application@ihs.ac.at by **June 15, 2025**.

We will protect your personal data during the application process. Please read our data protection regulations in the application process carefully [here](#) before you submit your data to us.