



# CBG

Max Planck Institute  
of Molecular Cell Biology  
and Genetics

The Max Planck Institute of Molecular Cell Biology and Genetics (MPI-CBG), Dresden, Germany, is looking to fill the position of:

## Laboratory Manager

- The MPI-CBG Laboratory Manager is responsible for ensuring that the research laboratories, shared research space and equipment at MPI-CBG are in good working order to support the research activities of the scientists.
- The position involves supervising the mechanical and electrical workshops for instrument repair and for maintenance visits to the laboratories, and interacting with building and facility management for general maintenance and for building modifications necessary for laboratory moves or placing of new equipment.
- The MPI-CBG Laboratory Manager also interacts with the research scientists to help them identify the correct equipment and technologies for their research. The Laboratory Manager is responsible for negotiating with companies concerning equipment purchases and service or maintenance contracts, and is responsible for placing orders and ensuring equipment is delivered as ordered and correctly installed on delivery.
- Furthermore, the Laboratory Manager works closely with the MPI-CBG purchase and book keeping departments to ensure the financial administration of equipment purchases is consistent with the status of equipment orders. In addition, the position includes budget responsibility for a yearly equipment budget amounting to approx. 0,5 to 1 Mio Euro.

The successful candidate will have a scientific background or experience working in a scientific research environment. They will have proven credentials for managing or administering contacts with companies for purchasing or scheduling maintenance of equipment. Experience in the administration of purchase requests and general laboratory management would be helpful. The working language at the MPI-CBG is English and fluency in English is required. Further information concerning the research environment at MPI-CBG Dresden can be found on the web at [www.mpi-cbg.de](http://www.mpi-cbg.de).

The Laboratory Management position is initially for 2 years and will be compensated according to the TVÖD scale. For further information contact Dr. Ivan C. Baines by email ([baines@mpi-cbg.de](mailto:baines@mpi-cbg.de)).

The Max Planck Society seeks to increase the number of women in those areas where they are underrepresented and therefore explicitly encourages women to apply. Handicapped applicants with equal qualifications will be given preferential treatment.

Please send your CV and the names of three referees before 28. February 2010 to:

### **Max Planck Institute of Molecular Cell Biology and Genetics**

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