

# POSGRADO DE EXCELENCIA INTERNACIONAL EN MATEMÁTICAS

DEPARTMENT OF MATHEMATICS OF THE UNIVERSIDAD AUTÓNOMA DE  
MADRID (UAM)

**Call for applications for a full time job (35 hours week) to assist in the management of the Postgraduate Program in Mathematics at the UAM.**

**Profile:** Graduate in mathematics. Fluent in Spanish, working knowledge of English and good computing skills. Experience in Postgraduate environments will be appreciated.

**Duties:** Provide support to the international aspects of the Department's Postgraduate Program (international dissemination, management of visits, international exchange programs and opportunities, etc.). Keep the Department's postgraduate website and the postgraduate student database up to date. Assistance to the Doctoral and Master's program coordinators in computer and management duties.

**Selection procedure:** The selection of the candidate will be based on the applicant's academic records, his/her English and computing skills and experience in the academic world. The selection process may include an interview with the candidates.

**Salary:** 22.222 euros (1.851 per month minus legal taxes)

**Application Deadlines:** Applications should be submitted between the 15<sup>th</sup> and the 30<sup>th</sup> of March 2012 to the following email address:

[administracion.matematicas@uam.es](mailto:administracion.matematicas@uam.es) .

**Decision:** The final decision will be announced on April 15<sup>th</sup> in the Department's website [www.uam.es/matematicas](http://www.uam.es/matematicas). The successful applicant will start his/her work at the Department of Mathematics immediately afterwards.