The Czech Technical University in Prague (CTU) is a leading technical university. Since its foundation (1707) it has maintained a strong record of cutting-edge research, top-quality education, and deep international connections. The rectorate of CTU seeks a new colleague to improve the working environment for international staff and students. This role is connected to the EuroTeQ project that is currently under development (https://international.cvut.cz/euroteq/), and integrates the rectorate’s goal of improving the quality of life for the international community at CTU more broadly.

An ideal candidate would:
1. have an excellent command of English (native speaker or equivalent)
2. have some command of Czech (B2 level)
3. live in the Czech Republic
4. hold an academic degree (preferably a master’s degree or higher)
5. experience in international or scientific projects, as well as experience working at a university, would be an advantage
6. professional experience in proof-reading or English teaching would be an advantage

His/Her main duties will be split between two tasks:
1. communicate with current international staff and students to identify the obstacles faced by the international community at CTU and to ultimately submit an action plan for prioritizing and improving the weak points
2. improve the quality of official English correspondence and internal / external English-language text on CTU websites

Perks:
- 6 weeks of paid holidays
- Home office upon agreement
- Meal vouchers

Please submit your CV and a brief cover letter to the following addresses:
volkang.melecky@cvut.cz – (until August 13, 2021 only)
jana.ruckerova@cvut.cz

by August 22nd. Should your application be accepted, interviews will be held in the first week of September.

Vyjádření kvestora ČVUT: schvaluji – neschvaluji