Hasso Plattner Foundation - People & Culture

HASSO PLATTNER FOUNDATION Gegründet im Jahr 2015, verfolgt die Hasso Plattner Foundation gemeinnützige Zwecke, um Generationen zu bilden und zu inspirieren, und positive gesellschaftliche Veränderungen in Wissenschaft, Umweltschutz und Kunst zu ermöglichen. Hasso Plattner ist Mit(be)gründer von SAP, einem Unternehmen für Firmensoftware, dessen Aufsichtsrat er seit 2003 vorsteht. In 1989 gründete er das Hasso Plattner Institut für Digitaltechnik (HPI) in Potsdam als seinen ersten bedeutenden philanthropischen Beitrag. Nach der Mitunterzeichnung des Giving Pledge (eine Initiative von Bill und Melinda Gates und Warren Buffet), gründete Hasso Plattner im Jahr 2015 die Hasso Plattner Foundation, um die Initiativen im Bereich Wissenschaft und Bildung zu vergrößern und neue Initiativen in anderen strategischen Bereichen zu verfolgen. Das Hauptbüro der Hasso Plattner Stiftung befindet sich in Potsdam. Wir haben darüber hinaus Büros in San Francisco und Kapstadt.

Working Student – Foundation IT Project (all genders)
We contribute to education, culture, and environmental protection

City: Potsdam; Starting Date: At the earliest possible; Renumeration: competitive

Working field
Join our team at the Hasso Plattner Foundation as a Working Student, where you will play a crucial role in developing and launching a new donation and impact management system. This system is designed to streamline data and workflow processes for the foundation and our charitable projects, thereby making a difference in the social impact and nonprofit sector. This position is ideal for those looking to build a career in IT Product or Project Management, or for those wanting to apply their IT management skills in the social impact and nonprofit sector. It will offer hands-on experience and the opportunity to collaborate with foundation internal users, SaaS vendors, and nonprofit partners across three continents.

As part of a dynamic and ambitious team, you will be mentored and offered a flexible working environment mindful of your university schedule with a hybrid working model (onsite & remote).

The office is in Potsdam (Germany) within commuting distance of central Berlin.

Requirements
Your responsibilities:

As a Working Student, you will gain exposure to the entire lifecycle of system development and launch. Your specific responsibilities will be tailored to your experience level but may include:

- Documenting and analyzing user requirements for the new system.

- Supporting vendor onboarding and assisting in the discovery phase.

- Assisting with system configuration to meet the Foundation's needs.

- Planning, coordinating, and executing user acceptance testing (UAT). Preparing test cases and conducting independent acceptance tests.

- Coordination, reporting and scheduling support to project managers.

- Assisting in data migration processes and ensuring data accuracy.

- Supporting system launch activities and providing user training.

- Acting as a bridge between non-technical users and technical vendors, ensuring clear communication and effective problem-solving.

Your experience & qualifications

We are looking for someone who is:

-Experienced in or studying IT Product or Project Management.

-Organized and detail-oriented with a passion for technology and social impact.

-Fluent in English

-Strong in communication skills.

-Available for at least 9 months, working at least 20 hours per week. Full time (40 hours per week) is possible during the university non-lecture period.

Additionally, the following will strengthen your application (but are not required):

-Interest in or familiarity with impact measurement in the social sector.

-Fluency in German.

We welcome candidates who have the aptitude and eagerness to learn. Even if you lack concrete experience in some of the areas mentioned, you are encouraged to apply as you will receive coaching and guidance to help you grow in this role.

What We Offer
Working in a motivated team with flat hierarchies and mentorship

Public transport ticket

Working in a beautiful office that offers free lunch, excellent coffee, and opportunities for outdoor sports activities

Application

We look forward to receiving your application in English (CV, diplomas, transcript of records, references) compiled as one PDF document with your earliest entry date via http s://jobs.plattnerfoundation.org/HPC/job/Potsdam-Working-Student-Foundation-IT-Projects-14467/991125555/

More information at https://stellenticket.de/187452/

Offer visible until 28/10/24