



International Commission on Illumination
Commission Internationale de l'Eclairage
Internationale Beleuchtungskommission

The [CIE](#) (Commission Internationale de l'Eclairage, International Commission on Illumination, Internationale Beleuchtungskommission) is an international non-profit organization. As a scientific, technical and standardizing body in the areas of science, technology, and art of light and lighting, it encompasses the full range of related topics including scientific fundamentals such as vision, colour, the metrology of optical radiation, photobiology, and photochemistry, as well as lighting applications indoors, outdoors, and in image technology.

Since 1913 The CIE has been the global voice of the lighting community, providing expert guidance and standards that influence the experience of the lit environment around the world, every day and every night, indoors and outdoors.

Come join our team!

To support the work of the CIE and be part of its team at the Central Bureau in Vienna, Austria, the CIE is recruiting a

Scientific Manager (f/m)

The CIE Scientific Manager plays a key role in the organization, being responsible for the final steps in the preparation of all CIE publications, and in their promotion to the world.

The principal responsibilities include:

- Reviewing and editing CIE publications developed by expert committees.
- Managing the balloting procedures for CIE publications.
- Managing the publication process for CIE publications, including preparation of press releases and social media content.
- Co-ordinating the maintenance of the International Lighting Vocabulary, [CIE S 017:2020](#).
- Supporting the preparation for the scientific content for CIE events.
- Supporting the maintenance of CIE procedures and implementing these.
- Supporting the General Secretary.
- Supporting the Vice-Presidents Technical and Standards, Division Directors, and Technical Committees on scientific and technical matters, particularly concerning the application of CIE procedures and vocabulary.
- Co-ordinating with other international standardizing bodies (e.g. ISO and IEC) on technical matters.

Your profile

Requirements:

- A postgraduate degree in science or engineering, preferably in a field related to the work of the CIE.
- High level of English language skills, both written and spoken.
- Scientific publication record in a field related to the work of the CIE.
- Extensive experience with Microsoft Office tools, particularly Word (e.g. application of styles) and Excel, Adobe Acrobat.



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- Ability to work in Austria or eligibility to apply for a [work visa/residence permit in Austria](#).
- Interpersonal qualities:
 - Excellent people and communication skills.
 - Ability to manage multiple projects on an ongoing basis.
 - High level of attention to detail and accuracy, including use of style guides.
 - Ability to work independently.
 - Ability to work within a small team.
 - Ability to co-ordinate with both sub-contractors and volunteer experts.

Other skills and knowledge, which would be assets:

- Qualification or experience in journalism, specifically science communication.
- Familiarity with and ability to use social media for professional purposes.
- Knowledge or awareness of the following:
 - scientific publishing practices;
 - standardization procedures;
 - developments related to digital publications.
- In addition to English, working knowledge of one or more of the official languages of the CIE (French or German).

We offer:

- Challenging and independent self-directed work that contributes to the CIE's global influence in light and lighting science and engineering.
- A variety of tasks in a small team with the opportunity to develop extensive relationships with international experts.
- Opportunities to travel in support of the CIE work.
- Although no collective agreement (KV) applies to this role the salary will be linked to the [KV for Universities](#) in Austria as it pertains to scientific staff and will be determined based upon qualifications and experience.

This role is pivotal to the work of the CIE. If you are interested in being part of the communication of scientific information with global impact then send your application (motivation letter, resume and contact details of two referees) to the General Secretary at ciecb@cie.co.at. Applications will be accepted until August 14, 2021.