

Position: Scientific Assistant (Paediatric Oncology)

Location: Riga, Letónia

Riga Stradins University invites applications for a **Scientific Assistant** to join its team at the Institute of Oncology and Molecular Genetics to join the research group of a tenured professor in paediatric oncology.

Key Responsibilities:

- Preparing CMEK / ethical applications
- Setting up research protocols and workflows (SOPs)
- Establishing structured documentation systems
- Ordering laboratory supplies
- Managing procurement processes
- Contribution to the development and maintenance of infrastructure
- Participation in scientific discussions
- Contribution preparation of scientific publications
- Participation in preparation of research projects
- Opportunity to expand the role into wet lab work in particular cell culture
- Develop, implement, and optimise AI/ML models (artificial intelligence/classical machine learning, deep learning, computer vision, NLP, etc.)

Required Qualifications:

- A Master's student in the final stage of their studies or an early-stage PhD candidate to provide support in the regulatory and organisational aspects of ongoing research projects
- Strong organisational skills, attention to detail, and ease in navigating administrative and regulatory frameworks in research environments
- Excellent written and spoken English
- Latvian language proficiency will be considered an asset
- Ability to work in a team, with good communication and cooperation skills
- Ability to take initiative

The University Offers:

- Full-time position (up to 40 hours/ weekly)
- Temporary contract, up to one year, with the possibility of extension based on a positive evaluation
- Salary from EUR 1920/ gross/monthly
- A dynamic international academic and research environment
- Collaboration with a multidisciplinary team and international partners
- Professional development and opportunities to publish
- Mentorship support for career
- Publication experience appropriate to the career stage and relevant research field

How to Apply:

Please submit the following documents (combined in one pdf document) to cv@rsu.lv with cc to Andris.Seglins@nva.gov.lv (EURES adviser in Latvia) and lurdes.vermelho@iefp.pt (EURES adviser in Portugal):

- CV (detailed, including a list of publications)
- A motivation letter briefly outlining your past experience and future visions
- Copies of degree certificates
- Proof of language proficiency (English at least B2 level)
- Contact details of at least two referees

Further info:

- on the company: [Institute of Microbiology and Virology | RSU](#)
- on this job vacancy: please contact EURES adviser Andris.Seglins@nva.gov.lv

Apply no later than 20th May