



The Institute of Czech Literature of the Czech Academy of Sciences announces a competition for the following position:

DATA SPECIALIST IN DIGITAL HUMANITIES

to the Department of the [Czech Literary Bibliography](#) (CLB).

Job description:

- Data control and analysis for the Czech Literary Bibliography Research Infrastructure;
- preparation and automatised enrichment of datasets for further processing;
- conversion and retroconversion of data suitable for inclusion in the CLB databases;
- related data research in bibliographical and literary studies data (if interested);
- participation in developing the CLB software tools (if interested).

Requirements:

- Interest in work with databases, data-driven research or digital humanities;
- basic knowledge of one of the following languages: Python, R, possibly PHP and JavaScript;
- experience of working with spreadsheets (MS Excel, Google Sheets, etc.);
- basic knowledge of database systems and JSON and XML formats processing;
- basic knowledge of regular expressions;
- analytical and system thinking;
- diligence, conscientiousness, independence, teamwork skills;
- willingness to learn new things.

Advantage:

- Advanced knowledge of one/some of the languages listed above;
- knowledge of library database systems (especially Aleph, VuFind, KOHA) and formats (MARC21 and MARCXML);
- interest in (Czech) literature, orientation in literary studies;
- experience with digital humanities projects;
- at least basic knowledge of Linux OS and Github platform;
- knowledge of English ideally at a level required for the professional communication.

We offer:

- Flexible working conditions – flexible working hours and possibility of working from home;
- work in a respected infrastructure department with a broad portfolio of services and research activities, including involvement in international projects;

- work in an academic workplace in Prague city centre near the Masaryk railway station;
- 5 weeks of vacation and 3 sick days per year;
- meal allowance and contribution from the Social Fund (pension insurance, Flexi Pass, ...);
- training and the possibility of further education;
- friendly working team;
- discounts on books in the Academia bookshop;
- possibility to apply for accommodation in the facilities of the Czech Academy of Sciences;
- possibility of placing pre-school children in the children's groups of the Czech Academy of Sciences.

Working conditions:

- Start date ideally from April 1, 2023;
- fixed-term contract until December 31, 2023, with the possibility of extension;
- 1,0 FTE or by agreement.

Please send your application containing a structured CV and a motivation letter to kariera@ucl.cas.cz.

Closing date: March 15, 2023

The Institute of Czech Literature of the CAS reserves the right to invite only selected candidates to a personal interview as well as the right not to select any of the candidates.

The ICL has developed its OTM-R policy and is a recipient of the HR Award. For more information on the selection process and employment at the ICL, please visit: <https://ucl.cas.cz/informace-pro-uchazecky-a-uchazece/>.

By replying to this advertisement or by sending your CV and any other personal materials to the Institute of Czech Literature of the CAS, you consent to the processing of your personal data in accordance with the General Data Protection Regulation 2016/679 (GDPR). This consent may be withdrawn at any time after the end of the selection procedure, in writing.

Contact person:

Marie Kopecká

kopecka@ucl.cas.cz

+420 222 828 199, +420 731 823 569