

# Part-time (working student): COO support – strategy, operations and business intelligence (m/f/d)

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**You are fully engaged in the things you believe in? Are you a team player? The startup lifestyle fascinates you and you want to be part of it? Then apply now!**

The STARTPLATZ is the main startup hub in the Rhineland and the largest incubator & accelerator in the whole of NRW. On around 4,500 sqm in Cologne's Mediapark and 2,300 sqm in Düsseldorf's Medienhafen, we accelerate the growth of our startups through mentoring, workshops by the Startup Academy and networking. STARTPLATZ offers office space as well as meeting and conference rooms in which networking events, conferences, workshops and startup pitches are held on a regular basis.

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## **Your tasks:**

- Operational support for our COO Lukas in all STARTPLATZ business areas
  - Conceptualising and setting up new internal processes
  - Implementing new and improving existing business intelligence tools
  - Scouting and brainstorming best practises
  - Support in strategic discussions for new business areas
  - Support in scouting and selection of new startups
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## **Your qualifications:**

- Bachelor- or Master student
  - High interest in entrepreneurship and the startup scene
  - Knowledge and intrinsic motivation in the tech world
  - Comfortable playing with data and software
  - Analytical mindset with a do-er attitude
  - High motivation + self-responsibility and a structured way of working
  - Stress-resistant
  - Open-minded and enjoys working in a team
  - You like to learn and be creative
  - Fluent in English and optimally in German
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## **That's what we're offering you:**

For us at STARTPLATZ, it is crucial that you enjoy an independent, varied and challenging job with plenty of room for creativity in the startup environment. You will have the opportunity to contribute your own ideas, make valuable contacts in the startup scene and grow alongside STARTPLATZ. We are a young and motivated team that is happy to support you if help is needed. Most of all, you will learn for your lifetime and can follow a variety of high-potential tech startups. If you a good job, we happily help you find a position at one of our startups!

Please send your application to us! If you want to read more, please have a look at: [www.startplatz.de](http://www.startplatz.de)  
**Please apply directly to [lukas.graef@startplatz.de](mailto:lukas.graef@startplatz.de) , COO at STARTPLATZ**

