

# Data Administrator



Hi there! We are very happy you are taking this step to get to know StartUs – Europe’s biggest startup and innovation network. Now we are looking for a great personality to join our team in Lviv and work on Data Administration together with our team in Vienna. We bet you ARE this awesome person!

## If you have:

- good knowledge of Excel
- strong analytical and data management skills
- upper-intermediate level of English (B2) and intermediate (B1) German
- attention to detail
- passion for startups and innovation

## Your tasks:

- manage and maintain data sets on European startup ecosystem (in English and German)
- clean and update data accumulated in the databases (e.g. Excel)
- improve data management operations as a member of our Lviv team

## What you get in return:

- work in an environment where your decisions shape the future strategies of the fastest growing European startup network
- become a part of a collaborative team you’ll enjoy working with
- work with our team in Vienna and Lviv
- enjoy flexible working hours and remote work
- workload: about 15 h/week

**APPLY at: [iryna@startus.cc](mailto:iryna@startus.cc)**  
**(CV + 2 paragraphs about you)**

**start**US