



Open position: Data Steward

Employer: Institute of Physiology of the Czech Academy of Sciences

Location: Prague, Czech Republic (European Union)

Salary: 63 000 CZK/month (~2 500 Euro) + up to 5 weeks of paid vacation

Closing date: 30 June 2025

Website: <https://fgu.cas.cz/>

The Institute of Physiology of the Czech Academy of Sciences (IPHYS) is one of the leading biomedical research institutions in the Czech Republic. We seek a dynamic Data steward to manage institutional data storage and digital agenda. This role combines technical expertise, strategic thinking, and collaboration with biologists, chemists, physicians, and bioinformaticians. Ideal candidates are proactive data scientists with a natural science background and excellent communication skills.

Key Responsibilities:

- Oversee research data management processes, ensuring data quality, integrity, and security throughout the research cycle.
- Provide hands-on support and training to research teams using the eLabFTW electronic laboratory notebook.
- Advise on and help create Data Management Plans using FAIR Wizard, ensuring ongoing compliance with institutional, legal, and grant agency requirements.
- Collaborate with core facilities in metabolomics, proteomics, bioimaging, and animal facility to optimize workflows that align with the FAIR principles.

Qualifications:

- PhD or MSc in Biology, Physiology, Bioinformatics, or a related field.
- Orientation in biology and physiology within the research areas of IPHYS.
- Demonstrated experience with eLabFTW or similar electronic laboratory notebook systems, including template/interface customization.
- Demonstrated experience with FAIR Wizard.
- In-depth knowledge of FAIR principles and practical experience implementing them in biological research environments.
- Strong understanding of Open Science principles, including best practices for open/FAIR data, metadata standards, and persistent identifiers.
- Organizational skills and a keen interest in IT and data processes.
- Hands-on expertise in clinical or large-scale omics data analysis.
- Fluency in English and strong communication skills for interdisciplinary collaborations.

We offer:

- Home office
- Fixed-term employment contract with the possibility of extension.
- Stable background of a public research institution.
- Interesting work in a creative academic environment (biomedical research).
- 5 weeks of vacation + 3 days of sick leave.
- Access to on-site childcare (Molekula children's group).

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HR EXCELLENCE IN RESEARCH

- Parking available on site, bicycle storage, good public transport links.
- Gym and squash court on site.

How to Apply:

Submit the following to Kateřina Rozsypalová [personalni@fgu.cas.cz]

1. Cover letter outlining your motivation and fit for the role.
2. Contact details for two references.