



De Gruyter Brill is a global leader in scholarly publishing in the humanities and beyond. Combining a rich heritage dating back to 1683 with a forward-looking mindset, our mission is to publish and curate indispensable research that breaks boundaries, builds new bonds, and shapes a better future. Join our diverse and passionate team of over 600 colleagues around the world – and help us shape the future of scholarly communications.

For more information, visit [**degruyterbrill.com**](https://degruyterbrill.com).

Head of Content Conversion Services

(f/m/d)

Our European locations or remote | Full-time | As soon as possible

We are looking for a hands-on and strategic Head of Content Conversion Services to lead our global content production operations. In this key role, you will ensure efficient, timely, and cost-effective conversion of book content across print and digital formats, working closely with internal teams and external partners. This is a permanent position and you will report to the Vice President Production and Internal Operations.

This call for applications was published on June 06, 2025. The application deadline is 10 days.

Your tasks

- Lead the Content Conversion Services (CCS) department across all locations
- Manage budget, output quality, and turnaround times for book production
- Optimize prepress workflows and identify cost-saving opportunities
- Oversee project coordination and capacity planning
- Select and evaluate external service providers
- Act as main contact for Publishing and support editors and authors

Your profile

- Degree in publishing or relevant experience in production
- Leadership experience and team management skills
- Strong knowledge of prepress, typesetting, and digital publishing
- Proficient in MS Office, especially Excel
- Strong communication, organizational, and negotiation skills
- English level B1 or higher
- Hands-on, structured, and reliable with a team-first mindset

- Ensure efficient use of production systems (e.g., SAP, BWF, Production Tracking)
- Willingness to travel to the different locations of the company, i.e. Göttingen, Leiden, Berlin

We offer you

- An exciting professional challenge for one of the innovation drivers of the publishing industry
- Family-friendly working time models, flexitime, and flexible home office arrangements to support a healthy work-life balance, alongside a substantial vacation allowance and additional special leave days
- Extensive benefits and allowances for a healthy, balanced life
- Development budget and opportunities for training and personal development
- Passionate colleagues in diverse, international teams; joint team events and company parties

At De Gruyter Brill, we are dedicated to diversity, equal opportunity, and building an inclusive culture where everyone belongs. We believe in individual potential, so please apply even if you don't meet every requirement—passion and a willingness to learn matter as much as qualifications. We look forward to hearing from you!

Anja Gaßmann
People + Culture
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Apply Now!

