



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).

Project Delivery Manager (f/m/d)

Berlin or Leiden | Full-time | As soon as possible

For our department Operations Project & Process Management, we are looking for a committed person who can pragmatically and independently manage standardization projects and process optimizations - from kick-off to successful delivery and transition into daily business. The position is fixed term for a duration of two years. It can be taken up in Berlin or Leiden in our hybrid working model. It requires a willingness to travel (Berlin, Göttingen, Leiden). You will report to the Senior Manager Operations Project & Process Management.

Your tasks

- Operational project management in the context of the merger of the production departments of the De Gruyter Brill publishing houses - for example:
Introduction of cross-location standardized book production processes
- Kick-off: Finetune given project scope and measurable targets, aligned with the department's strategy, based on process analyses and business data
- Steering: Effective prioritization, efficient time and resource management, purpose-oriented steering of interdisciplinary project

Your profile

- High analytical skills & initiative: ability to quickly identify issues and proactive approach to problem-solving and decision-making
- High affinity for data-driven work, strong Excel skills
- Adaptability to stay updated with technological advancements and adopting new software/tools as needed
- Good knowledge of project management methods
- Degree in a related field or equivalent experience
- Ideally basic knowledge of publishing processes, especially book production

teams while fostering a collaborative environment

- Communication: Transparent communication & documentation with project leads, stakeholders and the company on progress, blockers and risks
- Delivery: Successful completion, measured against the targets set & seamless transition of the project's results & process changes into daily business

& fulfillment

- Very good English skills (C1) are a prerequisite, German or Dutch would be a plus
- Strong communication skills: with a particular focus understanding and conveying the needs of diverse interest groups across different countries and work cultures
- 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
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Apply Now!

