Academy of Architecture

Research Assistant within the field of Architecture and Technology at the Academy of Architecture, Università della Svizzera italiana (USI)

Università della Svizzera italiana (USI) is a young and lively university, a hub of opportunity that is open to the world, where students are offered a quality interdisciplinary education in which they can be fully engaged, and where our researchers can count on having the space to freely pursue their initiatives. Established in 1996, USI is in constant evolution, always taking on new challenges while remaining true to its three guiding principles: quality, openness, and responsibility.

At the Academy of Architecture in Mendrisio, a distinguished faculty of the Università della Svizzera Italiana (ARC-USI), the Fabrication and Material Aware Architecture (FMAA) group, led by Ena Lloret Fritschi, is at the forefront of exploring sustainable design methods in architectural practice with cutting edge technology. Our research is centered on concrete and earth-based materials, seamlessly integrated with digital and robotic-controlled processes.

The Position:

As we push the boundaries of architectural innovation, we seek a passionate and driven assistant to contribute to our exciting projects. If you are ready to make an impact and be part of a collaborative environment that values creativity and sustainability, we invite you to join our team at FMAA.

You will have the chance to contribute to both our research endeavors and teaching projects. You will be instrumental in supporting our small research lab, with the processing setup and digital facilities, assisting with the realization of prototypes, and documenting our ongoing research efforts. Additionally, you will play a key role in our teaching activities, collaborating closely with our research team to enhance the learning experience for our students.

We are particularly interested in candidates who are proficient in computational design and robotic control/fabrication and who are not afraid of hands-on work. Your mastery of these skills will be invaluable as we explore emergent technologies and push the boundaries of architectural innovation.

This is a rare opportunity to join a dynamic and forward-thinking team, where your expertise will be celebrated, and your contributions will directly impact the future of architecture and construction. If you are ready to embrace a challenging yet rewarding role and be part of a community dedicated to driving positive change, we encourage you to apply and join us on this exciting journey.
General terms:
• The position is for 12-month contract (after trial period).
• Start date: ASAP.
• Workplace: Academy of Architecture located in Mendrisio.

Your Profile:
You are a technology enthusiast with an affinity for design and architecture who wants to change the construction industry for the better. You are passionate about your work, driven by a problem-solving mentality, and have the following skills:

• University degree in one of the following fields: architecture, industrial design, or in digital fabrication within architecture or a related discipline.
• 2+ years of relevant experience e.g., in the field of digital fabrication.
• Excellent knowledge of Rhino, Grasshopper, C++.
• Knowledge of automation technology, from safety technology to overall process flow.
• Experience in design and preparation of technical drawings suitable for production.
• Methodical thinking and a structured approach to complex problems.
• Business fluent in English and Italian (is a plus)

All applications must include the following in a single PDF:
• Letter of Motivation
• CV including:
  • Personal data (name, age, date of birth)
  • Educational and work certificates (last qualification obtained)
  • Professional experience
  • Exhibitions / Conferences / Awards (if applicable)
  • List of publications from previous symposiums, conferences, journals or books
  • Language skills
  • Programming skills
  • Minimum two references

• Portfolio
  • Academic Research and practice

Applications must be submitted in pdf format to sacha.cutajar@usi.ch
Applications are due 31.05.2024, 23:59 CET.

As an institution that values diversity, USI particularly encourages applications from women and from all individuals from underrepresented groups.

A process of assessment will be followed by an invitation to interview. Interviews will take place in early June 2024.
Introduction

The purpose of this document is to provide guidance on the processing of personal data handled by the Human Resources Service in its administration of administrative, technical, library and academic staff as well as interns, auxiliary staff, trainees and volunteers, and by the Equal Opportunities Service, which promotes a culture of fairness, inclusion and valuing diversity.

According to the Universities Act, specifically Art. 10 LSU; RL 421.100, the relationship between USI's employees and the university is governed by private law. As per Art. 328 b of the Code of Obligations, the Federal Data Protection Act applies to the employment relationship. This document takes into account this legal reference primarily to ensure the protection of its employees' personal data.

1. Data Controller

This document is provided by USI - Università della Svizzera italiana, with statutory seat in Via Buffi 13, 6900 Lugano, Switzerland in its capacity as Data Controller.

The Data Controller may be contacted by writing to the office address, by calling +41 58 666 40 00 or by emailing info@usi.ch. The data protection team can be contacted directly at privacy@usi.ch.

2. Purpose of the data processing, justification, type of data and retention period

The provision of data is mandatory. Failure to comply may result in the impossibility of establishing a working relationship, the forfeiture of an existing relationship, or the impossibility of providing the services requested/delivered.
<table>
<thead>
<tr>
<th>Purpose of the data processing</th>
<th>Justification</th>
<th>Type of data</th>
<th>Retention period</th>
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| Employment contract management tasks, including, but not limited to:  
  • Employment relationship management  
  • Management of personnel records  
  • Management of work permits  
  • Management of salary, compensation, reimbursement of expenses or other ancillary or fringe benefits  
  • Management of working hours and holidays  
  • Management of leave, sickness and accidents  
  • Assignment and management of tasks | Fulfilment of legal obligation | Personal data such as identification and personal data, contact data, bank data, career data  
Personal data worthy of special protection, specifically: data revealing race and ethnicity, data revealing or disclosing the state of health, data revealing or disclosing religious, philosophical or political beliefs | Entire duration of the employment contract and thereafter, in compliance with retention obligations for tax or other purposes, as provided for by law. |
| Fulfilment of social security and welfare obligations | Fulfilment of legal obligation | Personal data such as identification and personal data  
Personal data relating to the employee's activities  
Data relating to family status | Entire duration of the employment contract and thereafter, in compliance with retention obligations for tax or other purposes, as provided for by law. |
| Management of motivational interviews of administrative, technical and library staff | Fulfilment of legal obligation | Personal data  
Personal data relating to the employee's activities | Entire duration of the employment contract and thereafter, in compliance with retention obligations for tax or other purposes, as provided for by law. |
| Training management | Fulfilment of legal obligation | Personal data  
Personal data relating to the employee's activities | Entire duration of the employment contract and thereafter, in compliance with retention obligations for tax or other purposes, as provided for by law. |
| Internal organisational activities, including but not limited to  
  • drafting of company organisation charts  
  • internal organisational communications | Fulfilment of legal obligation | Personal data  
Personal data relating to the employee's activities | Entire duration of the employment contract and thereafter, in compliance with retention obligations for tax or other purposes, as provided for by law. |
- drafting of internal reports (es: internal reports, gender budgeting report, surveys on reconciliation needs,...)
- equal opportunities workshops
- USI in ascolto: collecting and managing appointments for psychological counseling.

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<tr>
<th>Publication of institutional information on the search.usi.ch platform</th>
<th>Overriding interest of the Data Controller</th>
<th>Personal data relating to the employee's activities</th>
<th>Entire duration of the employment contract or until the interested party objects or other purposes, as provided for by law.</th>
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<tbody>
<tr>
<td>Use of the photo image shared at the beginning of the employment relationship for • printing personal identification badges • sharing on USI internal/organisational presentations • entry in ticketing system</td>
<td>Overriding interest of the Data Controller</td>
<td>Photograph</td>
<td>Entire duration of the employment contract and thereafter, in compliance with retention obligations for tax or other purposes, as provided for by law.</td>
</tr>
<tr>
<td>Use of images for promotion on company website, social channels, blogs, print media and other online/offline media. in general.</td>
<td>Consent</td>
<td>Photograph</td>
<td>Until the consent is revoked, the Data Controller may use the material covered by it.</td>
</tr>
<tr>
<td>Application and selection for: • Shadowing fellowship for female researchers mentoring programme</td>
<td>Service provision</td>
<td>Personal, contractual and course of study data of female doctoral candidates and researchers (including, but not limited to, first name, surname, email address, academic background and professional experience, ...)</td>
<td>In compliance with retention obligations for tax or other purposes, as provided for by law. When data is transferred to the Host Universities in the context of service provision, they will act as autonomous data controllers. You are therefore invited to consult their respective privacy statements for further details.</td>
</tr>
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It should also be noted that USI-Università della Svizzera italiana provides USI students and employees with a listening and personal support channel. This service is entrusted to a professional psychologist appointed by USI, who will treat the data in a strictly confidential manner as an autonomous data controller.
3. Data recipients

Your personal data may be shared with other parties. Specifically, it will be accessible to the employees of the Data Controller who are authorised to process it. They will only process it in connection with the tasks they are required to perform for the purposes intended by the Data Controller in compliance with the principles laid down in Art. 6 DPA.

The following may be recipients of your data:

a) Institutions, authorities and public entities for institutional purposes;
b) Qualified individuals who provide essential services to the Data Controller related to the purposes mentioned above or the employment relationship. This includes banks, insurance companies and bodies, employment consultants, and other consultants who assist the Data Controller in various matters related to the employment relationship. This assistance may involve legal, tax, social security, accounting, and organisational aspects.
c) Third-party providers that the Data Controller uses for the provision of services connected to the performance of its work duties (e.g. IT service providers, organisation of business trips and events/conferences, web agencies, marketing suppliers, platforms for the performance of work services);
d) Training companies, external security, legal, and financial consultants;
e) Other external suppliers for services related to the company's activities that are necessary or functional to the management of the relationship;
f) Administrations and other public and private authorities in fulfilment of regulatory obligations connected with the performance of the Data Controller's activities.

The parties mentioned will only receive the necessary data to help the Data Controller complete the tasks. They will process the data only for the purposes outlined in this document and in compliance with Swiss regulations under the Swiss Code of Obligations and the DPA.

If you consent to the aforementioned purposes, your images or photographs may be shared through the company's website, social media channels, blogs, press, and online and offline media.

When it comes to transferring personal data, the general rule is that the data will not be transferred outside of Switzerland. However, in cases where it is necessary to transfer the data abroad for processing, USI may do so. If this happens, the Data Controller guarantees that the data transfer will comply with the regulations as outlined in Art. 16 et seq. DPA, whether it is to a country within or outside of the EU. The Data Controller will ensure that an adequate level of protection is maintained by entering into specific agreements if necessary.
4. Data subject's rights

In compliance with the rules set out in the DPA and the General Regulations on the Processing and Protection of Personal Data of Università della Svizzera italiana, the data subject holds, in particular, the following rights:

a) to obtain the rectification of inaccurate or outdated personal data, to revoke previously given consent to the processing of data, to prevent the disclosure to third parties of personal data worthy of special protection;
b) to obtain information in writing and free of charge concerning the personal data being processed;
c) to obtain delivery of personal data or demand that they be transmitted to third parties;
d) to request that their personal data be stopped from being processed, disclosed to third parties, rectified or destroyed;
e) to request that a certain processing of personal data be stopped, that a certain disclosure of personal data to third parties be prohibited, or that personal data be erased or destroyed;
f) to contact the cantonal representative if disagreeing with USI's data handling (https://www4.ti.ch/can/sgc/s/pd/generalita).

Please note that the rights mentioned above may be partially or totally limited by legal obligations to which USI is subject, respectively, in case of overriding interests of the latter or of a public nature.

To exercise the rights above, please write to privacy@usi.ch.

Last update: 31.01.2024