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OPERATIONAL PURCHASING (M/F/D)

Full-time

Type of employment

St. Georgen bei Grieskirchen

Location

Purchasing

Area



Maria Zirwig

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VIEW JOB ONLINE

Your tasks:

- Independent handling of the operational procurement process (request for quotations, supplier selection, order processing, processing of order confirmations and incoming invoice verification)
- Monitoring and initiating delivery dates and supplier notifications
- Reclamation processing
- Maintenance of master data in the ERP system
- Supplementary organisational activities and proactive cooperation in the further development of purchasing processes

Your profile:

- Completed commercial or business administration training (apprenticeship | HAK/HLW)
- Professional experience in purchasing (preferably in steel and mechanical engineering) with a high level of quality and cost awareness
- Basic technical understanding is an advantage
- Structured, precise, solution-oriented and independent way of working
- The ability to work in a team, communicative and self-confident manner
- Experienced in MS Office and professional experience with ERP systems
- Very good knowledge of German and English

You can expect:

- Varied projects in a motivated team
- Modern work equipment and well-equipped production halls
- Numerous additional benefits: Fruit, company doctor, gym allowance, ...
- Development opportunities in a successful industrial company with a familiar corporate culture
- Canteen with regional delicacies
- The opportunity to actively help shape the future of the company

Do you like this job? Then apply now - we look forward to getting to know you!

For this position, a gross salary from 3,000 euros is envisaged on the basis of full-time employment. We are happy to overpay depending on your professional experience and qualifications.