

Start your career at an internationally operating company!

Gemco International BV (Eindhoven area) is looking for a **Purchase & Logistics Coordinator** | 40 hours per week. Junior position for a multi-discipline role combining expediting, inspection, and logistics activities in an international business to business project environment.

Would you like to work on international projects with a wide variety of processes and products, in a small, results-driven team? A place where your opinion truly matters, where you can learn from experienced colleagues, where you'll be given real responsibility, and where you'll have the opportunity to travel abroad?

Then we are looking for you!

About us

Gemco International BV is a global leader in designing and equipping maintenance workshops, warehouses, and technical schools. We work on a project basis and provide a wide range of machines, tools, and equipment for maintenance, technical education, and related purposes. Our clients include industrial contractors as well as governments, and we deliver projects worldwide. We offer our customers complete solutions, from design and delivery to commissioning and on-site training.

See www.gemco-international.nl

At Gemco International, we provide a challenging environment where the talents and skills of our professionals can develop to their full potential. Personal responsibility and individual freedom are key values for us.

Due to the growth of our activities, we are looking for a:

PURCHASE & LOGISTICS COORDINATOR

40 hours a week

Broad (entry-level) position for a (technical) bachelor in an international setting

Within our project organization, different roles come together: from preparing offers and tenders to purchasing, logistics, project management, and on-site installation. Often, several roles are combined within a single position. This means you will gain broad experience to many aspects of our organization. Projects typically take between 3 and 18 months, and we manage around 4 to 10 projects per year. Our international projects can have a value of up to approx. €7 million each. Every project, client, and country requires a specific approach.

The role: Purchase & Logistics Coordinator

For each project, hundreds of products must be purchased, inspected, packed and transported with the correct project-, transport- and export documents in compliance with the project and country standards. These products range from machines, instruments, and tools for maintaining valves, pumps, compressors, and other process components, to furniture, cranes, vehicles and storage equipment. We also supply complete setups for technical training classrooms. We consolidate this equipment at our logistics service providers or from our sub-vendors directly.

You coordinate the expediting process: liaising with suppliers and clients, ensuring project compliant execution and documentation to make sure goods are available at the right place and time. You will handle inspections, guide the packing process and prepare shipping- and export documents. In addition, you will be responsible to prepare customer-specific documents which are necessary for deliveries as well as after-sales support.

To safeguard project quality, you will regularly visit (mostly international) customers for kick-off meetings and sub-vendors for inspections.

Finally, you will support our site engineers with logistical activities on project sites worldwide.

Profile

- A completed (technical) bachelor's degree relevant to a multi-discipline role combining expediting, inspection and logistics activities in an international business to business environment
- Affinity and interest with technology for the identification and purpose of the equipment provided
- Starter or a few years of work experience (we'll train you on the job!)
- Good command of English (our project language)
- Solid Excel skills
- Willingness to travel internationally, sometimes short trips and sometimes up to one or two weeks
- We expect all our employees to score positively on: teamwork, customer orientation, planning & organization, flexibility, eagerness to learn, and communication skills
- Valid permit to stay and work in the Netherlands

What we offer

- Discover the world while building your career!
- Excellent salary and benefits. Depending on education and experience: €2,900 – €3,500 gross per month (full-time), with good growth potential
- Travel allowance, pension scheme, 28 vacation days per year, full coverage of all international travel costs, net allowance during stays abroad, profit-sharing scheme, laptop, and mobile phone
- An international environment with an open and supportive atmosphere
- A broad role within an enthusiastic and results-oriented team, including social gatherings and outings
- A high level of independence and responsibility
- A position with direct impact on project results
- Hybrid working is possible (one day a week) —or you are welcome at the office every day
- Plenty of challenges, both locally and internationally!

More information

If you would like to know more about this position, please contact Maikel Swinkels, Operations Manager (+31 40 2.643.684) or Monique Westendorp, HR Manager (+31 40 2.643.626)

Also check our website: www.gemco-international.nl

Apply

Please send your CV to Monique.westendorp@gemco.nl.

We are looking forward hearing from you!