

Employee for our purchasing (m/f/d)

Full-/Part-time

Mobile Office

Task Area

- ▶ You will assist our purchasing manager with organizational tasks and support the preparation of strategic negotiations
- ▶ You will process orders, monitor delivery dates, and keep track of inventory levels
- ▶ You will obtain quotes, compare them, evaluate suppliers, and handle ongoing communication
- ▶ You will maintain master data, check incoming goods, and verify invoices

Profile

- ▶ You have commercial vocational training
- ▶ You are knowledgeable in materials management, logistics, and procurement, and are skilled at negotiating. Ideally, you have experience in electronics purchasing
- ▶ You are known for your careful and independent work
- ▶ Openness, teamwork, and communication skills are your strengths
- ▶ You have good written and spoken German and English skills

What you can look forward to with us

- ▶ Thanks to flexitime without core hours, you can work when you want, as long as you meet deadlines and appointments
- ▶ Exciting and varied tasks await you
- ▶ Your new colleagues will accompany you during your induction and help you settle into the Digital Heroes team
- ▶ We care about your future and offer training opportunities, a company pension plan, and more
- ▶ With JobRad and EGYM Wellpass, we support you in achieving your fitness goals and create a sporting balance to everyday office life
- ▶ We create opportunities for social gatherings with team events, summer parties, and Christmas celebrations
- ▶ DH electronics was named a LEADING EMPLOYER in 2026, placing it among the top 1% of employers in Germany
- ▶ Innovation is our passion: that's why we have been named a TOP 100 Innovator twice in a row