Purchasing Specialist (m/f/d) Operational Procurement

Full-time

Task Area

- Supporting requirements planning and material scheduling
- Order processing (requesting quotations, comparing prices, placing orders)
- Delivery tracking (monitoring lead times and incoming goods)
- Developing our supplier relationships and maintaining master data
- Ensuring that the necessary processes in operational purchasing are in place

Profile

- A completed commercial apprenticeship, for example as an industrial clerk or in office management
- Experience in electronics purchasing would be ideal, but is by no means a must
- A structured, dependable way of working and strong communication skills
- A partnership-based approach to working with our internal and external contacts
- Confident computer skills and a good command of the usual MS Office applications
- Excellent German plus a basic knowledge of English

What you can look forward to with us

- Varied and engaging work
- A structured onboarding process run by our Digital Heroes team
- Training opportunities, a company pension scheme and more
- Flexitime with no core hours, as long as you keep to your appointments and deadlines
- JobRad bike leasing and the EGYM Wellpass to balance out life at the desk
- Team events and company celebrations for time spent together
- Named a LEADING EMPLOYER in 2026 – putting us among the top 1% of employers in Germany
- Innovation is our passion, which is why we have twice been recognised as a TOP 100 Innovator

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