



FOR OUR OFFICE IN **MANNHEIM** WE ARE LOOKING FOR A

PROCUREMENT SPECIALIST (M/F/D)

We, AE Industry GmbH, are supplier for the worldwide material flow in body shop, final assembly as well as the complete paint shop area. We offer turnkey solutions for well-known automotive manufacturers all over the world. As a 100% subsidiary of the Automotive Engineering Corporation from China, we mainly serve the European market and generated a turnover of about 15 million euros in 2020.

For our Mannheim location, we are looking for full-time, energetic reinforcement for our purchase department. The position is initially limited to 24 months, with the option of a permanent employment contract.

JOB DESCRIPTION

- Responsible for establishing and maintaining long-term relationships with our suppliers and partners
- Oversee the entire procurement process, including contract negotiations, contract signing, and logistics for assigned suppliers
- Support development projects and cost optimization while serving as the primary interface between the development, design, and project management teams
- Responsible for invoice control of all invoices and preparation of payments for the accounting department

JOB QUALIFICATION

- You completed a commercial training, a degree in business or a comparable qualification
- First professional experience in purchasing
- Technical understanding and negotiating skills
- Fluent in written and spoken German and English
- Self-confident communication, steadfastness in representing own ideas and goals

WHAT WE OFFER

- Full-time position with 40 hrs/week
- Varied tasks and exciting projects in an innovative and intercultural atmosphere
- Bonus payments such as meal allowance, company health and accident insurance, company pension plan and much more
- Work-life balance through flexible working hours
- Health-promoting measures such as job bike or fitness studio cooperation

HAVE WE SPARKED YOUR INTEREST?

Please send your complete application documents by e-mail to Mrs. Qian Qian qian.qian@ae-industry.de. Mrs. Qian is also available to answer your questions.

