



# WE'RE HIRING

## Purchasing Officer - Intern

LOCATION – BITOLA

*KROMBERG & SCHUBERT is a global industrial group primarily active in automotive industry, comprises four business units: Cables, On-board networks, Plastics Technology and Mechatronics. It provides its products to the largest European car manufacturers (VW, BMW, AUDI, Mercedes, Škoda...), and employs over 50,000 people worldwide in more than 40 different locations.*

*In Macedonia, in the **Bitola region**, **KROMBERG & SCHUBERT** has built a manufacturing plant and employs over 5.300 workers.*

### **Responsibilities:**

- Drafting various documents in Word and Excel
- Conducting market research
- Archiving documentation
- Communication with suppliers
- Administrative assistance and support to the Purchasing officers

### **Requirements:**

- Relevant university degree
- Needs to be familiar with MS Office
- Good knowledge of English language
- Goal-oriented
- Structured, systematic
- Team builder and team player
- **Note:** The position is temporally open as an Intern Position

### **We offer:**

- Full support of a fast growing international corporation
- Working in a dynamic automotive industry
- Stability and self-actualization
- Competitive salary and bonuses
- Training program and exciting internal development opportunities
- Good working conditions and clean working environment
- Private Health Insurance
- Organized transport and a Canteen

For more detailed information please refer to [www.kroschu.com](http://www.kroschu.com) section CAREER

**Please send your CV & Cover letter:**

[career@ksmk-bt.kroschu.com](mailto:career@ksmk-bt.kroschu.com)