



Junior Procurement Specialist (French – Mioveni/Pitesti)

Workplace: 115400, Mioveni

Apply online!

What to expect:

- Organize meetings, manage documentation, and support management with administrative tasks
- Assist procurement-related activities (data updates, file preparation, tracking milestones)
- Monitor implementation of corrective actions and ensure process compliance on customer sites
- Support project activities: packaging validation, assembly tests, issue lists

What you bring along:

- Nice to have experience in management support, customer support, procurement, or coordination roles
- **French and English: medium level (B1-B2)**
- Ability to work cross-functionally and manage multiple priorities
- Responsiveness and attention to detail
- Strong analytical, organizational and communication skills
- Ability to discover, learn and understand internal applications
- Proficiency in MS Office
- SAP is a plus
- Nice to have university degree (Engineering, Economics, Business, Languages, or similar)

What we offer:



Contact:

Ioana Florentina Manea

Tel.: +40 760 658 780

www.bertrandt.com/en/career

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