



SEMPA SYSTEMS GmbH develops, manufactures, installs and services high purity supply systems and offers turn-key solutions to the semiconductor, photovoltaic, glass fiber, printed electronics, automotive, pharmaceutical industries as well as to research institutes and universities. From our sites in Dresden, Hermsdorf and Skt. Petersburg and in collaboration with our co-operation partners' we serve a global customer base.

Our team of 80 professionals is dedicated to exceed our customer expectations.

To further strengthen our sales team at our headquarter in Dresden we are looking for a

## Project Coordinator (m/f/d)

### Your profile

- Academic degree in engineering/industrial engineering or relevant vocational training with similar highest level qualification
- Several years' experience in project work/internal sales, ideally in machinery or semiconductor facility installations
- Enhanced communication skills, conscientious working style, self-initiative, self-organization and motivation as well as a high degree of technical understanding and keen interest in technical products
- Experienced in the use of ERP systems – knowledge in Navision is of advantage
- Fluent in German and English

### Your tasks

- Act as interface and main communication channel between sales and internal project management
- Support sales through sales quotation process
- Enter purchase orders into ERP system and actively streamline the order execution process
- Run cross functional teams between engineering, manufacturing and procurement processing purchase orders on time and in budget

### We offer

- Position at our head quarter in Dresden – minimal requirement for travel
- Permanent employment contract with attractive and performance based remuneration
- Diverse and forward-looking work in modern environment and possibility for individual personal development



**Interested?**  
**We do look forward to your application!**

Please send your compelling application documents via email to:  
[jobs@sempa.de](mailto:jobs@sempa.de)

Your point of contact is Mr. Sautner.

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