

PROJECT COORDINATOR

For more than 20 years now, BRAUN Lighting Solutions has been helping customers with their lighting needs. BRAUN Lighting Solutions is your specialist for innovative and sophisticated indoor and outdoor LED lighting from our own production in Berlin. Our focus is on street lighting with modern or historical reference, plant lighting as well as airport and industrial lighting. In addition, we can convert your existing lighting to the latest LED technology.

To strengthen our team, we are looking for **project coordinator (m/f/d)** in full-time.

Your responsibility:

Large projects always require targeted management and planning. As a project coordinator, you will be the contact point for all stakeholders (construction management, project management, sales and external project partners) involved in a project. Your area of responsibility is spread over the entire project. Starting with the common planning with all participants in construction meetings coordinated by you, over the monitoring of the project realization and finally at the completion. Here, you will place particular emphasis on the observance of all deadlines and smooth cooperation with our project partners.

Your profile:

- completed commercial training is an advantage, but not absolutely necessary
- strong communication and assertiveness skills
- coordination and organizational skills
- very good written and spoken German
- independent and productive work
- ability to work in a team
- Willingness to act independently

What we offer:

- 40 hours full-time job, flexible working hours possible
- the location offers a good connection to public transport
- flat hierarchies, the boss is available for every employee
- intensive training
- future-oriented and challenging activities
- a responsible position
- unlimited employment relationship

We are looking forward to your application!

Please send us your complete application documents (cover letter, curriculum vitae and, if applicable, references), stating your salary requirements and the earliest possible starting date, by e-mail to personal@braun-lighting.com