



## Project Purchasing and PR/PO Processing Intern (m/f)

Located in Bissen / Luxembourg

### Your responsibilities

- Reviewing, analysing, and clarifying quote packages from suppliers
- Maintaining and reviewing of purchase orders in SAP
- Identifying new suppliers, maintaining day-to-day supplier relationship, and assisting with the negotiation of quotation
- Providing support to the team by organising data, maintaining excel reports and purchasing systems
- Acting as an interface between Program Managers and the Purchasing Department by:
  - Eliciting purchasing tasks in development projects
  - Defining and consolidating the volumes per material
  - Following up on purchasing milestones in the development projects

### Your profile

- You are currently a student in the field of business administration, engineering, or logistics/ supply chain management
- You are proficient in MS Office
- You have strong communication and interpersonal skills
- You are autonomous, have good organization skills and a pro-active attitude
- You are fluent in English (spoken and written), German or French is considered an asset

**Contract duration:6 months**

If you are interested in this role, please send your application via our [career page](#).

For further information please check our website [www.iee-sensing.com](http://www.iee-sensing.com).

ADVENTURE. TECHNOLOGY.

For more information please check our website [www.iee-sensing.com](http://www.iee-sensing.com) or follow us on 

a  
sense  
for **IEE**  
innovation