



Deputy Team Leader / Team Leader Materials Management, Basel

Do you have a good sense of organization, quality and efficiency? Then you've come to the right place! As Deputy Team Leader Materials Management, you will take on responsibility, actively shape our processes and ensure that orders, warehouse management and spare parts procurement run smoothly. You will work closely with Technical Purchasing and our suppliers and will independently manage the team in the absence of the Team Leader. If you like to take on responsibility, are at home in the SAP environment and enjoy getting things moving - then we look forward to hearing from you!

Bell Schweiz AG
Elsässerstrasse 174
4056 Basel

Contract type
Workload
Start of employment
Language
Working time model

Permanent
100%
as of now
German
Flexitime

Do you have any questions?



Margarita Steg
Head of HR Charcuterie
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Apply online



You can find all the details online as well as the opportunity to apply directly.

Your tasks

- Generate and trigger orders and track delivery dates via SAP
- Process invoices via workflow in SAP
- Enter and maintain data in SAP
- Collaborate closely with the technical purchasing department and suppliers
- Decide on spare parts procurement according to: Costs, delivery date, delivery reliability, quality
- Stock management of technical maintenance
- In the absence of the team leader, take over his tasks
- Responsible for the anchoring and further development of TOP X in the area of responsibility
- Responsible for safety in his area of responsibility with regard to occupational health and safety

What you bring with you

- Experience in a similar function
- Experience in SAP
- Sure handling of the various Office programs
- Written and spoken German, knowledge of French an advantage
- Experience and pleasure in managing employees
- A completed technical apprenticeship an advantage
- Independent, resilient and reliable
- Flexible and motivated
- A team player
- Clean appearance, compliance with hygiene regulations
- Open to new ideas and changes
- Cost-conscious actions and decisions

What we offer



Work-life balance

With us you benefit from at least 25 vacation days. We use an electronic time capture system so that you can reward your overtime with additional days off.



Catering

Culinary delights are very important to us: freshly prepared food in our staff restaurant, a lunch menu including soup and salad, water & tea and free fruit as well as high-quality products at greatly reduced prices await you in our outlet.



Mobility

Benefit from our contribution to environmentally friendly mobility, convenient public transport connections and a free SBB GA travelcard!



Professional development opportunities

Expand your knowledge with extensive training programmes, high-quality courses at the Coop Training Centre and a wide range of personal development opportunities.