

Warehouse Logistics Coordinator

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Company: EQUANS

Location: Grimbergen

Category: other-general

A job as **Material & Logistics Controller** within our department in Grimbergen?

A responsible but also adventurous function in a vibrant department with many possibilities for professional development and training

Training on the job? Absolutely!

You coordinate and support the logistical flow of materials, tools and equipment for specific projects or sites under supervision of our experienced Supply Chain Engineer. He will be your **guide and mentor** when you take your first steps into the world of technical tools & equipment. He will help you to achieve your main goal: to coordinate an efficient and effective internal flow of materials.

An adventurous role in interesting projects? Correct!

Currently we are active on a project in Antwerp (Borealis), but in the future projects outside Belgium (Western Europe) are also possible. Can you already see yourself **working abroad** during the construction phase of a project?

The job

You ensure a working method conform the guidelines and procedures of the Quality Management System. In cooperation with the Construction team (and also the Planner, Local Purchasing Manager or Department Manager) you manage the following responsibilities: you are responsible for **receiving inspection and storing** all materials, equipment, spools & supports:

you report on materials received but also on overhead, damages, shortages, non-conformities and missing materials you coordinate and follow up on corrective actions by

suppliers (and QC) for overhead, damages, shortages or non-conformities of delivered materials

you manage the **maintenance & preservation** of equipment and materials in the warehouse or storage area:

you monitor the condition of existing equipment and tools to ensure validity of calibration and inspection intervals
you monitor the project material stock and establish reconciliation reports (if required)

you **allocate construction materials** in coordination with the Construction team:

you hire, order, receive, issue and manage the tools and equipment (welding equipment, measurement instruments, (large) power tools, climbing harnesses, chains, etc.) in coordination with the Construction Manager
you control & file material certificates and establish reports for outgoing materials & material requisitions

Safety = priority #1

You set an example: safety is always everyone's number 1 priority. Therefore it is important that you ensure that the works are in compliance with the safety regulations. You provide safe working conditions for (un)loading, (internal) transportation, traffic in warehouse and on site,

What do you need to become our new Material & Logistics Controller?

experience in **electricity or mechanics**

a first work experience on projects is an advantage

good knowledge of **Excel** ; knowledge of SAP is a bonus

knowledge of **technical installation materials** for E&I and P&M

you are a team player with good communication skills

you are willing to work abroad (Western Europe) during the construction phase of the project with a fixed rotation schedule

good knowledge of Dutch (read, speak and write), additional knowledge English/or French

The Department International Projects, part of the Division Turnkey & International Projects, located in Grimbergen (Brussels) is the reliable partner for the construction and

commissioning of large and complex multi-technical installations. We serve top rated companies in Western Europe, active in petrochemical, pharma, power generation, tank storage, with modular construction as well as stick build installation.

Want to tackle tomorrows multi-technical challenges with us?

Then join our experts in the various **innovative** and **exciting projects** of Equans. You get the opportunity to use your **technical skills** as well as to discover **cutting-edge technologies** and help customers in the 3 major transitions of today: the energy transition, the industrial transition and the digital transition.

Joining Equans is more than that! You also get:

a **competitive salary** in line with your education and experience

interesting **training and career opportunities**

group-, hospitalization **insurance**

eco & **meal vouchers**

smartphone with subscription, laptop, internet fee

additional paid leave , seniority leave

We are looking forward to meeting you!

Are you interested in this position and do you have questions? Please contact our **HR colleague Annick Verelst 88 63 34**

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