



A team in motion.

We are leaders in the development and installation of customized control solutions in the field of intralogistics. Our teams are active throughout Europe and work in a family-like environment that respects the value of their performance. At our site in Ettlingen, we employ around 200 people from over 28 nations. Our international clients, such as Amazon, DHL, Kaufland, Würth and Berlin airport, appreciate our modern work mentality and have been relying on our support for years.

Play a key role in ensuring the success of our projects and join our team in **Ettlingen, Baden-Württemberg**, as:

Personalreferent - full-time (40 Std.)

Where you keep things moving

- You **book business trips**, handle travel expense accounting, and record them in our ERP system
- You support our fleet management and **coordinate pool vehicles** for travel
- You record our employees' **working hours and absences** in the ERP system
- You **organize internal events** (e.g., Christmas party, summer party, etc.) and **catering for meetings**

How to reach your destination

- You are an **organizational talent** and enjoy diverse tasks
- You have successfully completed your **commercial education** (e.g. as an industrial clerk)
- You have experience in a comparable position, preferably in a medium-sized company
- You communicate confidently in **German and English** and enjoy working with different teams
- You work independently and in a structured manner

Benefits all the way



Familiäres
Umfeld



Bis zu 50%
mobiles Arbeiten



30 Tage Urlaub &
13 Gehälter



Betriebliche
Altersvorsorge



Prämien &
Geschenke

Not yet in Ettlingen?

We will help you to settle in quickly, no matter what stage of life you are in – we will find a solution. If you move to Ettlingen, you will receive a relocation allowance from us. If you are not yet proficient in German or English, you can take part in language courses free of charge. There is also a subsidy for childcare, because it is important to us that your family feels at home here.

Your salary will depend on your qualifications and experience and will be discussed with you personally.

Your contact person



Frank Lehnen

Head of HR and Marketing

Tel.: +49 (7243) 56171 165

Mobil: +49 (151) 17104565

Email: FLehnen@sit-de.com

**SIT - YOUR PERFECT FIT!
APPLY NOW.**

Jetzt Bewerben



Sit SteuerungsTechnik® GmbH
Einsteinstraße 26-32, D-76275 Ettlingen
www.sit-de.com
+49 (0) 7243 56171-0

