



ISIS - Innovative Solutions In Space BV is a young, ambitious and dynamic space company located in Delft, The Netherlands. As one of the CubeSat global market leaders, ISIS develops and sells advanced space systems and nanosatellites, provides worldwide launch services and satellite operations. Currently, ISIS employs over 85 enthusiastic people. To strengthen our multidisciplinary team we are hiring a:

## Logistics Employee (Full Time)

As a logistics employee your main responsibility is receiving, storing, and maintaining records to keep track of the standard stock by means of the storage keeping system. You will register and administrate the internal flow of goods. As member of the MAIV team (Manufacturing Assembly Integration and Verification) you will be part of the production process and responsible for order picking. In order to optimize the overall process you will propose changes in the supply chain to improve quality and to streamline the production process as part of the continuous improvement process. To do so you must have adequate insight in logistic processes.

The MAIV team is a dynamic team where last-minute work is not rare and problems need to be solved on the spot. Accuracy and delivering a high standard of quality are your second nature.

### Your main responsibilities:

- Receive the goods from suppliers and check whether they meet the requirements mentioned in the purchase order
- Ensure that the materials are stored safely
- Keep track of stock records
- Prepare purchase requisitions for buying standard stock articles
- Order picking for production
- Follow up with suppliers on orders

### Prerequisites:

- Secondary Vocational Education (Dutch MBO 3-4). Preferably logistics related.
- Administrative skills
- Accurate
- Inventory skills
- Thorough knowledge of Microsoft Excel
- Strong communication skills
- Proficient in English (speaking / reading / writing)
- Energetic team player with a positive mindset
- Pro active

So, if you are ambitious, want to work in a challenging environment, and consider this position to match your professional experience and background as well as your personal interests do not longer hesitate and send your CV and motivation letter via e-mail to: [recruitment@isispace.nl](mailto:recruitment@isispace.nl) or check our website <https://www.isispace.nl/careers/>