



## PROJECT COORDINATOR SERVICES FOR OUR KEY ACCOUNTS

### YOUR FUNCTION

- You organize the periodic maintenance and repair activities in a proactive and efficient way. You create and monitor a maintenance plan for the periodic maintenance for each project.
- For each maintenance or repair stop you manage the entire process from scheduling to final delivery. You prepare the onsite intervention for our inhouse technicians and / or subcontractors. You consult suppliers for correct spare parts determination and you order the necessary materials for the maintenance tasks. The practical organization ( transport, stock inventory, legal requirements,... ) as well as the check of the HSE requirements are also your responsibility. You coordinate the interventions and ensure a correct & complete communication with the people onsite and the customer. Throughout the process, you are the key figure between VYNCKE, the client and subcontractors about the servicing and safety precautions.
- You do the follow-up and reporting of the intervention. You improve the processes where optimization is necessary.

### YOUR PROFILE

- You have a Bachelor degree and have at least 2 years of experience in Project Management or another coordinating role in an industrial environment
- You know how to plan & organize. You combine a proactive personality with a hands on-mentality
- You feel comfortable in a technical environment and can handle administrative tasks
- You are a real problem solver and you are stress resistant
- You are willing to travel for short trips in Western Europe ( 20% )
- You are fluent in Dutch and English and have a good knowledge of French

VYNCKE is a dynamic, family owned company that, since the start in 1912, has grown to a global player in the sector of clean energy technology : more precisely the development and construction of customized waste to energy installations.

Worldwide more than 300 Vynckeneers, as we call our employees, are stationed in our offices in Brazil, Belgium, Germany, Czech Republic, India, China, Thailand and Malaysia.

Thanks to more than 4.000 satisfied customers all over the world, a well-lined order book and the loyal commitment of the enthusiastic Vynckeneers we maintain a stable position in the market. This allows us to offer excellent job security.

Are you a real team player, do you enjoy own responsibility and taking initiative, do you have an open international mentality and are you willing to travel? Then probably you could be one of the new Vynckeneers!

### JOIN OUR FAMILY !

Send your cv to :  
[cdc@vyncke.com](mailto:cdc@vyncke.com)