

Apprenticeship: Industrial Clerk (m/f/d/a)

During your apprenticeship, you will gain comprehensive insight into various departments within our company. You will learn to understand business processes from a business management perspective and actively help shape them.

In the finance department, you will familiarize yourself with topics such as financial reporting as well as cost and performance accounting. In the sales and purchasing departments, you will develop confidence in dealing with customers and suppliers and assist in preparing quotes. In our production department, we will show you how process and production workflows influence economic aspects.

The training program to become an industrial clerk lasts 3 years and begins at the start of the school year in Thuringia. You will complete your academic training in Jena.

You need:

- Secondary school leaving certificate, college entrance qualification, high school diploma
- Strong communication skills and ability to work collaboratively
- Problem-solving skills and confidence in negotiation
- Proficiency in using computers and modern software
- Excellent German and English language skills
- Motivation, drive, creativity, and team spirit; a sense of responsibility, reliability, and perseverance

We offer:

- Diverse workplace training
- External training courses through the Ostthüringer Ausbildungsverbund
- Coverage of the cost of the Deutschlandticket
- Free textbooks
- Competitive training stipend
- Guaranteed employment for at least 6 months

This makes us the ideal employer:

- Over 30 years of experience in electronics manufacturing
- A company committed to training
- Good transportation access, free parking
- High retention rate

Contact person:

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