



Finance and Purchasing Coordinator

TenneT is growing fast to realize its strategic ambitions. We play a leading role in driving the energy transition. We are looking for a passionate Finance and Purchasing Coordinator (32 - 40 hours) at our location in Arnhem who will contribute to this and that might be you?

Your contribution to TenneT

Your contribution to TenneT 2GW cluster Maasvlakte is looking for a Finance and Purchasing (or Procurement) Coordinator. You will participate in innovative 2GW offshore projects. In this role you will support the project team. As a Finance and Procurement Coordinator you will control and arrange the operational and organizational aspects of the projects, from planning to execution and you will report to the Project Director.

Your main tasks are:

- Arranging the purchase requisitions for necessary goods and services. You ensure purchase requisitions and purchase orders are processed into the system timely and accurately
- Assisting in acquiring permits and you monitor the progress of this process;
- Responsibility for registering of contracts and contractual agreements;
- Monitoring agreements and from various meetings;
- Actively contributing to various meetings with internal and external stakeholders;
- Providing support in various reporting cycles and data processing in the area of finance, project management and contract management; • You monitor project progress and signal potential deviations from project plans.
- Actively contributing to improvement initiatives.

Your profile and background

- You have a HBO degree (or comparable) and working level;
- Capable to work in complex, infrastructural projects in a technical environment;
- Experience in working with automated (ERP) information systems;
- Extensive knowledge in a project environment, Prince 2 knowledge is a plus;
- Planning and organizing is your core competence;
- You actively initiate connect to co-workers and external parties;
- A teamplayer with initiative and can work independently, naturally you have strong communication and English skills. Knowledge of the Dutch language is a plus, not a necessity.
- Able to work in Arnhem Rijnpoort for 2 till 3 days and in the project phase flexible to work sometimes at the projectsite Maasvlakte.

Our challenge Large Projects Offshore Netherlands is focussing on

Additional information

- Work hybrid, we stimulate a healthy work-life balance.
- 43 vacation days on a fulltime basis.
- Type of contract is indefinite with a two month probation.
- Position is for 32 hours up till 40 hours a week.
- Salary for this position is in grade 6, from 3.348 - 5.890,- euro or in starting scale 5, from 3.174 - 5.105 euro, scale depends on experience and education, salaries gross and based on a fulltime position.
- Additional benefits such as: health insurance, internet and sport compensation according to TenneT TSO CAO.
- Interviews for this position will possibly be held in English (or Dutch).

Our offer



We are family friendly and flexible



Health - your basis



Modern working environment



Attractive remuneration and social benefits



Personal development

Our recruiting process

In our online-application-form you can apply within only some minutes as long as this job is posted. Afterwards we screen your application and get back to you as soon as possible.

For further questions regarding the recruiting process please contact:

Bianca Kreijger
Recruiter - People | Talent Acquisition
bianca.kreijger@tennet.eu
06 - 4216 3962

For questions relating to the position:

Arjan Dams
Head Project Execution - Hiring Manager

developing and realising the offshore grid connected to the existing high voltage grid of the Netherlands. These large projects are essential for the success of the energy transition. We achieve these goals through intensive cooperation within the TenneT organization and with our external partners and stakeholders.

This will be our challenge

Large Projects Offshore is a key contributor to the energy transition. The Unit is responsible for the current and future development of the offshore grid as a whole and subsequently for the development and realization of the DC interconnectors and the Offshore Wind Farm grid connections in both the German and Dutch sectors of the North Sea.

AI and more about TenneT

Since we use AI as part of our recruiting process, we would like to create transparency and clarity at this point. The AI serves exclusively as a supporting and recommending tool to make our processes even faster and more efficient. At no time are automated decisions made.

TenneT is a leading European grid operator. We are committed to providing a secure and reliable supply of electricity 24 hours a day, 365 days a year, while helping to drive the energy transition in our pursuit of a brighter energy future – more sustainable, reliable and affordable than ever before. In our role as the first cross-border Transmission System Operator (TSO) we design, build, maintain and operate over 25,000 kilometres of high-voltage electricity grid in the Netherlands and large parts of Germany, and facilitate the European energy market through our 17 interconnectors to neighbouring countries. We are one of the largest investors in national and international onshore and offshore electricity grids, with a turnover of EUR 9.2 billion and a total asset value of EUR 45 billion. Every day our 8,300 employees take ownership, show courage and make and maintain connections to ensure that the supply and demand of electricity is balanced for over 43 million people.

Lighting the way ahead together

<https://careers.tennet.eu/careers/JobDetail/86916>