

Join US!

Junior Technical Documentation Specialist

Location: Dobra, Poland



We are looking for an talented **Junior Technical Documentation Specialist** to join our dynamic and ambitious team in Poland.

Responsibilities:

- » preparing production documentation,
- » preparing the bill of materials in the ERP system,
- » implementing engineering changes,
- » supporting production,
- » assisting in the creation of PPAP (Production Part Approval Process) elements,
- » knowledge of technical drawings,
- » ability to create technical drawings using AutoCAD software,
- » proficiency in MC office suite.

Our requirements:

- » secondary or higher education in electrical/mechanical/production engineering,
- » no experience required, recent graduates are welcome,
- » English language proficiency at b2 level,
- » conscientious, organized, precise, systematic.



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By working with us, you will be able to enjoy a number of benefits, including:

- » vouchers in the form of prepaid cards for holidays,
- » co-financing of lunch and canteen on site,
- » co-financing of holidays,
- » co-financing for a sports card,
- » medical care for you and your family,
- » group insurance,
- » parking spaces on the company's premises,
- » employee recommendation program,
- » employee capital plans,
- » no dress code.

About Noratel Group:

Noratel was established in 1925 and is servicing the industry worldwide, evolving to meet the everchanging demands of our customers. Today we are a leading global provider, proud to offer the most comprehensive range of transformers, reactors, and power supplies. Besides a comprehensive standard range product portfolio, the majority of Noratel production is dedicated to custom design and manufacturing to meet the requirements of OEM customers. Noratel employs 2000+ people across 13 countries in Europe, Asia, and North America.

Join the Noratel Poland team and together, let's create solutions for customers around the world!

Specialist: junior level:

- » Reporting to Technical Director

Employment Type:

- » Full-time

Location:

- » Dobra, Poland

If you are interested, please send your application in Polish to the following address:

hr.pl@noratel.com

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