

(Junior) Consultant (m/f) in the area of Project Management Office (PMO)

Job description

We are looking for fresh, young minds to join our Antores-Team as an employee in PMO. As a growing consulting company we support our customers in our core competencies project management & project management office, interim management & - tasks as well as management coaching. The main activities thereby are in the various facets of project work, process optimization as well as execution of extra ordinary and exceptional line activities.

Your tasks:

As a (junior) Consultant, you accompany and support our experienced project team in challenging programs and projects. You act independently and assist in administrative processes and in the tracking of project tasks and risks. You are involved in structuring and visualizing project results and thus contribute significantly to the success of the project. You always will be perceived always as a partner and supporter of our project managers.

Our expectations:

- A Bachelor degree in economics, engineering, information technology or related disciplines.
- You already gathered some experience for example, during an internship, in the area of PMO and you are enthusiastic about the project work in consulting companies.
- You have a good analytical mind and the ability to understand challenging situations.
- You are dedicated and have a proactive, responsible and solution oriented work style.
- A high degree of social competence, reliability and commitment are your personal skills.
- You have a good knowledge and safe handling of MS Office products (Word, Excel, PowerPoint, and Outlook).
- Very good German and English skills and a willingness to travel complete your profile.

What we offer:

- You work in a creative and young, flexible, communicative team.
- You will quickly gain responsibility in our customer projects and special tasks.
- The job will give you the space and opportunities to further develop your own personal and professional skills.
- As an employee you will have the opportunity to actively contribute and co-create to the progress of Antores GmbH.
- You will receive a fair salary linked with an interesting bonus model.
- As Antores GmbH we place importance to latest technical trends. You will benefit from the state of the art IT equipment.

Should you be interested in the position described above, we are looking forward to your application including your availability status and payment expectations.

Please contact us by using the contact form or send us a mail to our postal address.