



KI2509 - Junior Project Manager / Project Controller (m/f/d)

📍 Jawor (Poland) Wrocław (Poland)
Part-time / full-time

Your tasks are

- Project management of national and international construction and real estate projects
- Collaboration in teams on complex large-scale projects with Senior Project Manager, Project Manager and Project Assistance, as well as effective communication with clients during the project.
Creating and updating schedules, cost overviews and contracts
- Leading meetings and supervising the reporting system
- Support in all project phases of entire THOST portfolio
- Development and implementation of processing concepts together with the project manager
- Access to all project information required for this
- Maintenance of project files and preparation of all necessary performance records for customers, including obtaining

We offer

- Participation in interesting, challenging and future-shaping projects nationally and internationally
- Flexible working hours
- Targeted further development of your methodological toolset and personal competencies
- Distinctive team atmosphere within our family-owned company
- Holistic climate protection policy

Job requirements

- Successfully completed technical studies in the field of engineering, architecture or commerce
- First professional experience (e.g. in the form of internships) and practical application of HOAI and VOB desirable
- Analytical thinking, planning and organisational talent, as well as very good communication skills
- Fluent English language proficiency, incl. in business contexts
- Excellent knowledge of MS Office (especially Word, Excel, PowerPoint, Outlook), MS Project and/or Oracle
- Willingness to travel national and international.

About us

THOST is one of the leading German companies in project management. From our locations in Germany and abroad, we manage complex projects in the fields of real estate, mobility, IT, plant engineering, infrastructure and energy. With our broad expertise in project management, we serve national and international industrial clients as well as public and private investors.

Projects are our world!

Jetzt bewerben

Kontakt

- **Bewerbungs-Hotline:** +49 72 31 15 60 888
- **Bewerbungs-E-Mail:** karriere@thost.de
- **Bewerbungs-Infos:** www.thost.de/karriere

You can find detailed information on how we handle your personal data as part of the application process in our **privacy policy**.