



Assistant for the service team (m/f/d)

exsos means passion!

We develop real estate products for life and the environment in standardized construction made of solid wood, with full responsibility towards society. Our expertise creates security of supply in the care sector. We are diversifying our sphere of activity, and systematically expanding our multi-professional teams with experts who will be contributing to the work to ensure that an understanding of sustainability is experienced in society as a whole.

Turning your knowledge into impact

Tried and tested processes ensure efficiency and quality of your everyday work, and provide space for your commitment. We provide you with the best possible conditions for professional development. And we treat you as an equal in everyday life. We respect your time and guarantee fixed working hours. Professional on-site communication is part of our corporate DNA as well as caring for stress-free weekends. You will experience security and mobility thanks to individual TOP remuneration and sustainable company cars for your personal use.

Join our team - apply now!

If you have any questions, please do not hesitate to contact us by phone or email. Please send your application documents with cover letter, CV and certificates, stating your earliest possible starting date, to:

exsos GmbH
Thoralf Baring
Am Vogelherd 56
98693 Ilmenau

Phone: +49 (0) 3677 8928900
Email: bewerber@exsos.com

Your qualifications

- A degree as an architect / civil engineer / technician or equivalent education
- Knowledge of building construction
- Initial experience in warranty and facility management
- Knowledge of contract law
- Confident handling of MS-Office365

What makes you stand out?

- Organizational skills
- Structured and independent work
- Confident attitude
- Ability to work in a team and very good communication skills
- Sense of responsibility
- Reliability and accuracy
- Engagement and motivation

Your tasks with us

- Coordinating, initiating and monitoring measures to rectify defects
- Participation in acceptance inspections
- Enforcement of claims for rectification of defects
- Communication with tenant/operator
- Carrying out property inspections for maintenance and inventory purposes
- Handling and control of upkeep and maintenance matters