

## Job Opportunity: Logistics Coordinator

Celestia Satellite Test & Simulation BV (C-STS) provides innovative high-tech solutions to the international space community to support satellite development, assembly integration and test as well as post launch and operational services. C-STS operates from its office in Leiden, The Netherlands.

### What we do:

Our core activities include the design, development and support of high-complexity electronics-based systems. These include products for Satellite Simulation & Test (Electrical Ground Support Equipment), TTC & TM/TC Systems, Modems (RF and Optical) as well as Data Processors. Our products are largely developed in-house by our team of highly-skilled, hardware, firmware and software engineers.

For more information about our company, our products and activities have a look at our website: [www.celestia-sts.com](http://www.celestia-sts.com).

### Who are we looking for:

We are looking for an enthusiastic **Logistics Coordinator** to strengthen our existing team. The individual will be involved in different areas primarily focusing on incoming deliveries/outgoing shipments of high complexity, high value electronics parts/equipment.

### What will be your challenges:

#### Incoming Goods Logistics

- Receipt/unpacking of goods and performing incoming inspection
- Management of any issues identified during this process
- Receipt administration and storage of goods

#### Outgoing Shipment Logistics

- Booking shipments with couriers or freight-forwarders
- Preparing outgoing shipment paperwork
- Preparing (high-value) goods for shipment based on written guidelines

### What we ask from you:

- General Logistics knowledge preferable at MBO level
- General knowledge of packaging and transport methods
- General knowledge of law and customs regulations would be an advantage
- Good verbal and written communication skills in both English and Dutch
- Proficient with MS Office suite

### What we offer:

- A part time position; nominally 24 - 32 hours per week over 5 days
- Working in a small, professional, multi-national & fast-moving company
- To work in an open and friendly environment with a culture of ownership and transparency (room for personal initiative and development)
- A pleasant workplace in modern well-equipped office
- A company pension scheme
- Commuting allowance (our office is in close proximity to Leiden Central train/bus station)

For a practical and motivated individual, this position will offer an exciting challenge where you can contribute directly to the growth of this quality-driven, dynamic organization.

This role is limited to applicants currently based in Europe and legally authorized to work in the EU/EEA. We appreciate your understanding.

If you are interested, we welcome you to contact us via email: [employment@celestia-sts.com](mailto:employment@celestia-sts.com).