



YOUR FUTURE WITH US!

LUTZ BLADES is an international family-owned company. With more than 400 employees, based in Solingen (Germany), Nysa (Poland), Charleston (USA) and Pune (India) **LUTZ BLADES** produces over 100 million blades annually and distributes blades for a wide range of industrial applications - in some areas as market leader. You can find our blades in the construction market, automotive supply industry, industrial meat processing, medical technology and many other industries around the world. **LUTZ BLADES** stands for versatility and innovation.

Our team in Nysa (Poland) is looking for an experienced

ORDER MANAGEMENT SPECIALIST (F/M/D)

YOUR RESPONSIBILITIES

- Handling and actively monitoring the full ordering process (from order entry through final delivery to our customers worldwide)
- Disposition, timeline planning of orders, and ensuring full transparency on order status and deadlines
- Daily cross-department collaboration (e.g., sales, production, logistics, finance)
- Proactively communicate order changes to internal stakeholders and resolve order-related issues to maintain customer satisfaction and ensure smooth processes
- Managing transport by preparing transport documents and cooperation with freight forwarders
- Updating and maintaining customer, product, and order data in the system
- Creating invoices

WHAT WE OFFER

- You work in a future-oriented, growing and family-run company
- Good atmosphere and team spirit
- Flat hierarchies
- Technically demanding environment
- Modern and comfortable office

YOU WANT TO JOIN OUR TEAM?

We are looking forward to your application! Please send your complete application documents and salary expectations to bewerbung@lutz-blades.com

This position is based in Poland.

Please apply your CV written in the English language.

YOUR QUALIFICATIONS

- Relevant professional experience in order management, logistics, supply chain, or customer service - ideally in the metal processing industry
- Bachelor's degree (in Business Administration, Economics, Logistics, Supply Chain Management, or a related field)
- Experience in disposition would be desirable
- Proficient in MS Office (especially Excel), experience in ERP will be an asset
- Fluent in English, German (at least intermediate level) would be an advantage
- Customer-focused mindset, strong communication skills, and ability to work in international environment
- High accuracy, detail-oriented with the ability to juggle multiple priorities
- Willingness to travel (including onboarding in Germany)

- Trainings and broad development opportunities
- Variety of tasks and responsibilities
- Empowerment to make your own ideas reality and participation in cross-functional projects
- Attractive working conditions and pay

Any questions?

Your contact person:

Human Resources

Christine Scheming

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