VACANCY FOR A (JUNIOR) CONSULTANT CM&E

GROENEWOUT
Member of EPG

About Groenewout
Groenewout is a leading logistics and supply chain consulting firm focused on the development and implementation of logistics and supply chain operations. Our customers range from medium-sized enterprises to multinationals. We are active throughout the whole of Europe, although a significant proportion of our projects are connected to the Benelux region. Our office is in Breda. For more details of our areas of specialization and for references, please see our website: www.groenewout.com.

About the Role
As a **(Junior) Consultant CM&E** at Groenewout, you will play a crucial role in supporting the **design and construction of logistic buildings**. Your responsibilities will include conducting analyses, gathering data and preparing reports that contribute to the development of logistics concepts and layouts. You will **collaborate with logistics and technical design teams** to create **architectural layouts and proposals**, ensuring that routing, installations, and building layouts are aligned with logistics processes.

Key Responsibilities:

- **Design Support:**
  - Assist in the design of distribution centers by collecting and analyzing data and preparing reports that aid in the development of logistics concepts and layouts.
  - Collaborate on architectural layouts and design proposals in conjunction with logistics and technical design teams.
  - Translate logistics concepts into architectural designs, ensuring alignment with logistics processes.
- **Project Information Management:**
  - Gather and process project information, including mapping location requirements, permit processes, building regulations, and client needs.
  - Support the preparation of technical specifications and tender documents.
  - Participate in the evaluation of architectural specifications and offers.
- **Construction Phase Guidance:**
  - Maintain a structured archive of drawings, permits, reports, schedules, and contract documents.
  - Assist in the preparation and monitoring of project schedules.
  - Process offers, confirmations, and contract documents, ensuring completeness and technical content, and archive them in the project system.
  - Support financial project monitoring by preparing cost overviews, time registrations, and assisting in progress reports.
  - Prepare and maintain minutes of project meetings, noting, distributing, and following up on action points within the architectural team.
- **Risk Management:**
  - Identify risks or bottlenecks in the design or construction process, propose alternatives or improvements, and report back to the senior consultant.

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Qualifications:

- **Educational Background:**
  - Bachelor's or Master's degree in Architecture, Construction Management & Engineering, Civil Engineering, Construction Installation Technology (E-W-S), or a related field.
- **Experience:**
  - Experience working with a developer, large contractor, or architectural firm.
  - Proficiency in Microsoft Office packages.
  - Knowledge of MS Project.
  - Familiarity with construction LEAN planning.
  - Understanding of construction costs, laws, and regulations (such as the Dutch Building Decree).
- **Other:**
  - Excellent analytical and problem-solving skills.
  - Strong communication and collaboration abilities.
  - Proficiency in project management and technical documentation.
  - Good command of Dutch and English, both verbally and in writing.

Interested?
For more information, please contact Stijn Belt, Director Customer Projects, on tel. no. +31 (0)76 - 533 04 40.

To apply for this vacancy, please send your CV and a cover letter to:
Groenewout B.V.
Attn. Inge Tunderman
mail@groenewout.com