

Symeres is one of the leading chemistry CROs in Europe, with over 600 scientists at seven locations (Nijmegen, Weert, & Groningen in the Netherlands; Prague in the Czech Republic; Oulu in Finland; Södertälje in Sweden; and the USA). We provide a range of services to support small-molecule drug discovery and development projects for biopharmaceutical companies in the USA, Europe, and Japan. Our key areas of expertise are synthetic chemistry, medicinal chemistry, parallel chemistry, and chemical process R&D for clinical trials.

Due to growth, the Department of Facilities in Nijmegen is looking for a talented:

## Facility Specialist

### Full-time

Do you want to be responsible for architectural aspects, mechanical engineering, and electrical installations in Nijmegen, making sure that our offices run smoothly? Come join us as Facility Specialist in Nijmegen!

Together with our Facilities Manager, you will determine the vision, maintenance plan, and the maintenance of our installations and buildings. You will be responsible for making sure that they continue to meet the changing/growing demand from users, in line with laws and regulations and sustainability requirements.

Our Facilities Department is responsible for the management and maintenance of Symeres properties in Nijmegen. You will be responsible for managing projects and following them up, working closely with your team in Nijmegen. In addition, you will handle ad hoc matters sufficiently.

### Responsibilities

- You manage the periodic maintenance and fault follow-up of installations and buildings, where you are the first point of contact for third-party service providers; you assess, evaluate, and guarantee maintenance contracts.
- You bring a vision for future developments in the field of buildings and installations.
- You contribute to the long-term maintenance planning (MJOP) and monitor progress, as sustainability is an important aspect in our organization.
- You administer work in systems. You also report on the progress of management and maintenance in your team, and you manage drawings with standard technical descriptions.
- You are responsible for the management, monitoring, and implementation of the internal service management system *Top desk* for resolving facility defects.

### Qualifications

This is a responsible position. You will not only deal with technology, but you will also be a sparring partner for the various external parties who work to facilitate our buildings.

- Completed technical HBO diploma; preferably in mechanical engineering.
- You have affinity with architectural aspects.
- You have 3 years of work experience in a similar position.
- You are pragmatic and solution-oriented; you work on planned projects and ad hoc matters at the same time.
- You work on a project basis; able to prioritize (under time pressure).



- ⬡ You are a customer-friendly point of contact for internal colleagues and external service providers.
- ⬡ You are a positive team player and share knowledge where necessary.
- ⬡ You speak Dutch fluently (written & verbal); you are assertive and have persuasive skills.
- ⬡ Fluency in English (written & verbal).

### **Job offer**

An exciting position in a dynamic fast-growing organization with an attractive remuneration package and opportunities for learning and development.

### **Application**

Are you interested in this position? Please send an email with your CV and motivation letter to [HRM.HRM@Symeres.com](mailto:HRM.HRM@Symeres.com) For questions, feel free to reach out to Ningsih Heisterkamp (Recruitment): [Ningsih.heisterkamp@symeres.com](mailto:Ningsih.heisterkamp@symeres.com). More information about the Symeres organization can be found on our website: [www.symeres.com](http://www.symeres.com).

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