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*Genetwister is an innovative Dutch biotechnology company founded in 1998 specialized in molecular breeding and bioinformatics of agricultural, horticultural and ornamental plants. Through our research projects we help our customers improve crop quality to enable more sustainable farming and a more reliable food supply for the future. Our shareholders are five internationally renowned vegetable and ornamental breeding companies we are proud to serve.*

## **Student Job**

### **€ 16,00 per hour**

#### **YOUR JOB**

You perform administrative and facility-related tasks to support the office operations within Genetwister as assistant to the Senior Office Manager. The main tasks are handling telephone calls, ordering office supplies and shipment of packages. Facility matters such as taking care for the plants, unloading the dishwasher, maintaining the coffee machines and other day-to-day support activities are also your responsibility.

#### **YOUR PROFILE**

- Good communication and flexibility
- Service-oriented, pro-active and eager to learn
- Attention to detail and problem-solving skills
- Proficient computer skills and knowledge of Microsoft Office packages
- A team player who likes to work with academic professionals and internationals
- Fluent in Dutch and English

Genetwister offers you a challenging student job in a commercial research environment with professionals who are passionate about innovation and application. We are located at the Business Science Park in Wageningen and are looking for a student who is available for 2-4 mornings per week. Start is always at 8.15 am, but the amount of hours per morning is flexible.

Please send your CV and brief motivation letter to Tina Graafmans, Senior Office Manager at [info@genetwister.nl](mailto:info@genetwister.nl) by August 12, 2024. In case you have questions about this vacancy you can contact Carla van Beek, HR Advisor, at [c.vanbeek@genetwister.nl](mailto:c.vanbeek@genetwister.nl) or via +31 317 466 420.

***Acquisition further to this advertisement is not appreciated.***