



#RaanGroup #weare training!

Ausbildung als Kauffrau/-mann für Büromanagement (m/w/d) Nachhaltigkeit in Herborn und Köln

You've finished school and don't just want a job, but a role that will help you advance your career? Would you like to learn new things and champion an important cause?

We're glad you're here! We are an owner-managed group of companies in one of the most exciting markets of the future and have a very clear vision: we want to close material cycles sustainably in order to conserve natural and limited resources. Our teams work in various areas to make the international circular economy a little more modern, efficient and better.

Does that sound exciting to you? Then let's shape the future together!

This is what your day with us will look like:

- You will support your team in a wide range of commercial tasks in day-to-day business and get to know the Raan Group in depth.
- You will help with the creation, management and billing of service contracts, e.g. for our waste disposal partners.
- You will work in an organisational and administrative capacity with various digital tools and get to know the world of Microsoft 365.
- A mentor will be at your side at each stage of your training to ensure your individual learning success.

What you bring to our company

Are you motivated, open-minded and a real team player? Perfect! We are looking for someone who...

- ... has successfully completed secondary school, vocational school or A-levels....

- ... has gained initial practical experience in the commercial sector, e.g. through internships or part-time jobs.
- ... is highly motivated to learn and quick on the uptake.
- ... impresses with initiative and commitment.
- ... activates with a friendly and open manner.

What you can look forward to

We know that work is more than just a job. That's why we don't just give you tasks, but real prospects:

- Work-life balance & digital working – in a beautiful, central office in Cologne's Rheinauhafen, right next to the Chocolate Museum
- Individual onboarding and professional and personal training tailored to your commercial education
- Culture & collaboration: You can expect team spirit, an open feedback culture and an appreciative working environment
- Health & well-being: e.g. through Job-Bike, company doctor and gym cooperation
- Pension & mobility: we offer a company pension scheme and the Deutschlandticket
- Events: team building, networking and socials, e.g. after-work meetings or internal knowledge transfers

Jetzt Bewerben

Motivated to make a difference with us?

Tell us why you are the perfect fit for our team—we look forward to receiving your CV and a short cover letter! Let's grow together—we look forward to hearing from you!

We are delighted to have signed the Diversity Charter. For us, this means that we not only value diversity, but actively embrace it. We currently employ people from more than 20 countries. Together, we work in a diverse and inclusive environment.

We are happy to have signed the Diversity Charter. For us, this means that we not only value diversity, but actively live it. We currently employ people from more than 20 nations. Together, we work in an open, appreciative, and inclusive environment to shape the future. Would you like to be part of it? We look forward to getting to know you on equal terms!

Any questions?

Melanie from the HR team will be happy to



help you.

+49 221 5800 98-27 35

m.gausepohl@raan-group.com

[Melanie@LinkedIn](#)

