



Purchase & Logistics Officer

Location: Goes, NL (on site)

Date: April 2026

About us

OOS Energy specializes in managing modern offshore drilling and decommissioning units, both floating rigs and jack-ups. We offer complete management services for rig owners who do not have the expertise to operate or maintain their assets. Our activities cover the services required during the energy transition: from conventional drilling projects to plug and abandon campaigns and offshore carbon storage projects.

Job Description

OOS Energy is looking for a Purchase & Logistic Officer to support and coordinate material control, procurement, and logistics activities for our offshore operations. In this role, you will ensure that materials and services are delivered efficiently, accurately, and on time to support our fleet.

You will be responsible for managing incoming materials, coordinating shipments, expediting purchase orders, and maintaining close contact with suppliers and logistics partners. Additionally, you will support logistics operations for both materials and personnel, ensuring cost-effective and timely delivery.

Key Responsibilities

- Control and verify incoming materials against purchase orders
- Prepare shipment documentation and maintain accurate records
- Coordinate and execute logistics for materials and personnel (air, sea & land)
- Expedite purchase orders and follow up with suppliers
- Review invoices against quotations and monitor payment status
- Process material requisitions and request for quotations (RFQs)
- Select and manage logistics and forwarding agents
- Support special logistics operations and fleet requirements
- Act as point of contact during absence of team members
- Contribute to continuous improvement within the department

Job Requirements

- Degree, diploma or equivalent experience in logistics, procurement or similar
- Experience within offshore, maritime or logistics environments
- Knowledge of transport modes and INCOTERMS
- Proficiency in MS Office and familiarity with systems such as SAP, TM Master or Maximo
- Strong organisational and communication skills
- Fluent in English, both written and spoken
- Ability to work under pressure and manage priorities effectively

What are we looking for?

- A proactive, hands-on and self-driven professional
- Strong sense of responsibility and attention to detail
- A team player who thrives in an international environment
- Professional attitude towards colleagues, clients and stakeholders

What can we offer you?

A dynamic and responsible role within an international offshore company. You will work in a professional team environment with room for personal development and growth, contributing directly to efficient and safe operations.

Interested?

If this position appeals to you, please send your application to careers@oosenergy.com.