



CUSTOMER SERVICE ADMINISTRATOR (M/F/D)

We are an internationally operating group of companies specializing in the coloring and refining of plastics and are Europe's largest family-owned masterbatch manufacturer. As an independent, profitable company, we want to grow sustainably with a balanced social and ecological approach. We see our employees as an important resource and want to become one of the most sought-after employers. Be part of this vision and grow with us!



NYIREGYHAZA,
MAGYARORSZÁG



FULL TIME



IMMEDIATELY

**YOUR VERSATILE
ROLE:**

- Source of information and competent contact for our national and international customers
- Solution-oriented customer care in collaboration with our application technology and field service
- Calculation of offer prices, creation and follow-up of offers
- Order processing incl. invoicing
- Interface management with supply chain and logistics as well as independent delivery date coordination
- Administration of customer data and dunning correspondence in collaboration with accounting
- Coordination of complaints processing

YOUR PROFILE:

- Completed professional education and a minimum 5 years of relevant business experience in customer service/internal sales – ideally in an industrial international production company
- Fluency in Hungarian and English (both C2), every other language is an asset
- Very good IT user knowledge, especially Office (Microsoft) and ERP systems
- A customer-oriented, assertive personality with an independent and solution-oriented way of working
- Communication skills, ability to work in a team, reliability and flexibility

WHAT WE OFFER:

- We offer you a long-term position in a well-established family business as well as a varied and challenging range of tasks with plenty of creative freedom.

- We rely on partnership and teamwork.
- Work in a dynamic team including the option of teleworking and flexitime
- Attractive employee benefits such as free coffee and tea, employee parking, cafeteria benefit, employee events, further training opportunities and company health care possibilities

PLEASE SEND YOUR DETAILED APPLICATION WITH YOUR SALARY EXPECTATIONS TO:

Mr. Albert Böhm

WWW.GABRIEL-CHEMIE.COM



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