3396 6001 Apprenticeship as a clerk for office management (f/m/d) Apprenticeship as a clerk for office management (f/m/d)  
  
NOW AVAILABLE FOR OUR LOCATION: Gelnhausen  
  
TOI TOI & DIXI Sanitary Systems is the leading service provider in the field of mobile sanitary solutions in Germany.  
  
With more than 4,300 employees worldwide, we achieve comprehensive service and a large product portfolio, from the simple toilet cabin to the luxury sanitary container or room container with individual equipment.  
  
Become part of our team and apply now for our company location in Gelnhausen!  
  
We enable independent, responsible and creative work in a motivating working atmosphere. Training is very important to us. In addition to entrepreneurial thinking, our trainees learn a sense of responsibility and teamwork.  
  
Start of training: September 1st, 2023  
Duration of training: 3 years (can be shortened to 2.5 years)  
Vocational school: Vocational schools Gelnhausen  
  
Some of our highlights  
  
• Individual training support  
• corporate events  
• Specialist training  
• Employer-funded pension  
  
• Assumption of the costs of training-related materials, textbooks, etc.  
• Job bike and employee offers/discounts  
• Complimentary drinks (water, tea, coffee) and fresh organic fruit and vegetables  
  
These are your tasks  
  
• Passing through different departments and getting to know different areas of the company  
• Development of department-specific and cross-departmental processes  
• Telephone and personal customer service  
• Completion of commercial assistance and clerical tasks  
• Information processing on the phone and PC  
  
Your profile - you...  
  
• Are flexible, team player and enthusiastic  
• You like to take on responsibility and work independently  
• Have a high school diploma or high school diploma with a good average grade  
• Are you confident in the German language (spoken and written)  
• You have a talent for organization and planning  
  
JOIN US IN THE TEAM! Send us a message via WhatsApp 0160 253 8107 and we will get back to you!  
  
FIND OUT MORE ABOUT THE MARKET LEADER NOW: www.toitoidixi.de Businessman - office management None 2023-03-07 15:57:30.999000