5550 8155 Clerk (m/f/d) order and offer processing 2023 March:  
Your new job with us:  
On behalf of our customer - an innovative manufacturer based in Gräfelfing - we are looking for you as a clerk (m / f / d) for order and offer processing. The job is long-term full-time with 40 hours per week.  
As a clerk (m/f/d) at zeitconcept, you can expect a gross monthly salary of 2,800 euros or more - depending on experience and qualifications.  
  
You will receive a permanent position with us and will then be taken on by our customer.  
Our customer is pleased to welcome you as a permanent employee (m/f/d) to his team.  
  
We are happy to answer any questions you may have in advance.  
(If applying for this job via email, please include Job ID #11871 in the subject line.)  
Please send us your documents via WhatsApp to +4915119479733 or by email to:  
bewerbung.landshut@zeitconcept.de  
Don't have your CV to hand? Then send us your contact details - we will get back to you as soon as possible.  
  
Your tasks in your new job at zeitconcept:  
  
• Independent order and offer processing  
• Communication with external partners at national and international level  
• Processing and processing of customer orders (national and international)  
• Data collection and maintenance of our merchandise management system  
• Organization of goods deliveries in close cooperation with shipping and sales  
  
profile  
  
• Completed commercial training as a clerk for office communication (m/f/d), wholesale and foreign trade clerk (m/f/d) or industrial clerk (m/f/d)  
• Very good knowledge of German and good knowledge of English  
• Experienced handling of the common MS Office tools  
• Independent and responsible working style  
  
compensation  
At zeitconcept, as a clerk (m/f/d), you can expect a gross monthly salary of 2,800 euros or more - once our customer has taken over, their salary conditions apply.  
  
We want you to feel comfortable in your workplace - as your employer, we stand by your side.  
  
The job offer does not quite meet your expectations?  
Then send us your documents anyway - we will be happy to take care of suitable offers for you.  
We look forward to you starting your new job with us soon!  
  
Contact:  
zeitconcept GmbH personnel services  
Sebastian Stoffregen  
Old Regensburger Strasse 2-4  
84030 Ergolding-Landshut  
+49 871 97404-0  
  
Application via email:  
bewerbung.landshut@zeitconcept.de  
  
Application via WhatsApp to +4915119479733 or via online form:  
https://zeitconcept.hr4you.org/applicationForm.php?sid=32025 office clerk The future starts today! As a modern personnel service company, zeitconcept offers its customers and employees individual solutions in the areas of temporary employment, recruitment and on-site management. In our branches we employ more than 600 qualified employees in the following areas:  
  
- Industry & craft  
- Office & Administration  
- Health & Care 2023-03-07 16:01:56.799000