6990 9595 Clerk with a focus on new customers (m/f/d) Are you a clerk (m/f/d) currently looking for new challenges and ready for the next step on the career ladder? Are you ready to put your knowledge to the test in a pleasant working environment?  
  
Then we have just what you are looking for!  
  
For our customer in Düsseldorf, we are looking for a clerk (m/f/d) for the bank in direct placement as soon as possible.  
  
Have we piqued your interest?  
  
Then send us your current CV and we will do the rest!  
  
We look forward to receiving your application and getting to know you better!  
This position is to be filled within the framework of direct placement / within the framework of permanent placement.  
  
Clerk with a focus on new customers (m/f/d)  
  
Your tasks:  
 • Independent and policy-compliant editing / re-admission of  
debt collection commitments  
 • Processing of new arrivals  
 • Obtaining information and reporting  
 • General support in the goal-oriented processing of debt collection commitments  
 • Creation and processing of overviews / files with supplied / collected data  
 • Request / search / delivery of archive documents  
 • Support for process optimization  
  
Your qualifications:  
 • Good comprehension and ability/willingness to learn  
 • Team player  
 • Safe handling of MS Office applications Word, Excel and Outlook  
 • Experience in self-responsible workplace organization, appropriate  
setting priorities and taking responsibility for one's own actions  
own decisions  
 • Confident demeanor when contacting clients by telephone  
 • Desirable: Basic understanding of credit systems  
 • Desirable: Basic understanding of business administration  
  
What she expects:  
 • Secure job with prospects and development opportunities  
 • Additional annual fixed special payment  
 • Flexible working hours  
 • Mobile working after full training  
 • 30 days holiday  
 • Capital accumulation benefits  
 • Employee conditions for bank transactions and in the canteen  
 • Extensive health management  
 • Subsidy for the job ticket  
  
Then we should definitely get to know each other! Please send us your CV preferably via our online application platform or via the email address below and we will get in touch with you. office clerk We focus on you - your needs, your wishes and your strengths. We are your competent contact persons that you can rely on. We look after and advise you throughout the entire application process, even after you have been hired.  
  
It is our motivation and fascination to connect people with companies worldwide. And with 60 years of experience, we've gotten really good at it!  
  
Let's get you a job!  
  
We are looking forward to your application! 2023-03-07 16:04:53.542000