1134 3739 Sample Manager (m/w/d) Would you like to reach the next level in your career? At matching, you have the opportunity to continuously develop yourself with well-known customers - across all industries. Take the decisive step in your career today and apply to us as a <Sample Manager (m/f/d)>.  
  
Your tasks:  
  
  
• You take on the inventory and recording of all sample inputs and outputs  
• Your tasks will also include processing all sample requests, both internally and externally.  
• You check open returns and follow them up  
• You also take on the occasional acceptance and technical testing of samples  
• You initiate reminders and issue invoices for samples that are not returned  
• Your tasks also include the sale, including price determination and preparation of offers, for the samples that are no longer required to wholesalers  
• You organize scrapping  
• You edit releases and create evaluations  
• You maintain correspondence with external service providers and agencies  
  
Your profile:  
  
  
• You have successfully completed commercial training  
• You have at least 3 years of professional experience in office management or as an assistant  
• You have very good knowledge of Excel (pivot, Vreference, etc.)  
• Security in the use of SAP as well as analysis and evaluation tools is one of your strengths  
• You are an organizational talent and have the ability to work in a team and have a communicative nature  
• Business fluent German and English skills, both written and spoken, round off your profile  
  
We offer:  
  
  
 - Your personal development is important to us. Continuous development and support talks are our promise to you  
  
 - We always look after and support our employees through a personal contact person from our human resources team  
  
 - We offer exciting and challenging projects from all over the world of engineering, IT and all interfaces in the field of business administration - in the largest branches of industry in Germany  
  
 - matching is a tariff partner of the BAP. We stand for fair, transparent and above-tariff remuneration and offer our employees security and prospects through our permanent employment contracts  
  
 - with our corporate culture, which is based on honesty, transparency, personal support and commitment, we guarantee cooperation at eye level - right from the start  
  
   
  
We are...  
  
  
...as an owner-managed family business known for first-class services in the field of technology and business administration. Our name expresses what is important in all technical sectors and tasks: Bringing together the right experts in the fields of business administration, mechanical and plant engineering, automotive industry, electrical engineering, aerospace and IT to achieve the goals of our candidates, employees and customers to realize.  
   
With over 10 years of expertise, we know your industry inside out and know what satisfied and motivated employees want.  
   
Apply to us directly using our application form in our job portal.  
   
Our recruiting team will be happy to answer any questions you may have about the position or general questions about the application process. You can reach us by phone at: 06182 / 960830-0. Supply-Chain-Manager/in matching Engineering is an owner-managed family business and stands for first-class engineering and IT services.  
  
Our name expresses what is important in all technical sectors and tasks: Bringing together the right experts to achieve the goals of our candidates, employees and our customers.  
  
We offer our employees and customers a maximum of flexibility, reliability, planning and legal certainty as a tariff user according to BAP. An excellent basis for successfully developing the future together with matching Engineering! 2023-03-07 15:52:52.262000