**Client Support Administrator**

This well-established and ambitious globally-regulated (including CySEC) CFD and Forex Broker with head quarters in Australia and further offices internationally, is seeking a Client Support Administrator to join their growing team in Limassol.

The successful candidate does not necessarily need prior experience but needs to have a can-do attitude, willingness to learn and be a team-player. The candidate needs to be fluent in written and spoken English and fluency in other languages is viewed favorably.

This is a great opportunity to work in a varied role and be overseen by and mentored by a team of industry professionals with years of industry experience. The company offers continuous personal development and a dynamic working environment.

**RESPONSIBILITIES**

• Provide answers to customers by identifying problems and assisting with incoming queries by telephone, email and live chat

• Educating clients on how to use the Company’s website and trading platforms

• Communicating with clients regarding the company’s products and services via telephone, email and live chat

• Assisting the Customer Relationship Team

**CANDIDATE PROFILE**

• Computer literacy with excellent working knowledge of Microsoft Office applications

• Knowledge and experience in FX will be considered advantageous

• A team player with excellent communication skills

• A EU passport holder or have the right to live and work in Cyprus.

• Fluent verbal and written English (Additional languages are an advantage)

• Ability to work in shifts

• Basic CySEC certificate is an advantage

**COMPANY BENEFITS**

• Medical insurance after successful completion of probation

• Annual paid leave of 22 business days

**Interested candidates should send their CV and cover letter to** [careers@fpmarkets.com](mailto:careers@fpmarkets.com)